

South Western School District
Position Description
POSITION TITLE | Crossing Guards

TERMS OF EMPLOYMENT:

10 month (182 days) Part Time (up to 15 hours per week) Status Non-Exempt

JOB CLASSIFICATION:

Support Staff - Maintenance and Grounds

POSITION QUALIFICATIONS:

High School Diploma or equivalent

REPORTS TO:

Maintenance Supervisor

WORK ENVIRONMENT:

Crossing Guards work directly with students to ensure their safety.

JOB SUMMARY:

The School Crossing Guard is responsible for ensuring the safe passage of students and pedestrians at designated school crossings. The position requires vigilant monitoring of traffic conditions and pedestrian behavior, while maintaining a calm, professional demeanor and adhering to district safety procedures. This individual plays a critical role in fostering a safe school environment by managing traffic and assisting children in safely crossing roadways during peak school travel times.

ESSENTIAL TASKS:

- Perform all duties professionally and courteously while interacting with students, staff, and the public.
- Arrive promptly and reliably at assigned posts, demonstrating independence and responsibility.
- Follow and enforce safety procedures and district protocols with a strong emphasis on student and public welfare.
- Direct students to cross streets safely at designated crossing points or signals.
- Regulate and manage vehicular traffic when necessary to ensure the safety of students and pedestrians.
- Perform other duties as assigned by the Maintenance Supervisor.

KEY PERFORMANCE INDICATORS (KSA):

Knowledge

- Basic understanding of traffic and pedestrian safety rules
- District policies related to student and public safety
- Emergency communication procedures and protocols

Skills

- Strong interpersonal and communication skills
- Ability to use hand signals and safety equipment (e.g., stop signs or vests) effectively
- Observation and situational awareness to identify potential hazards quickly

Abilities

- Remain alert and attentive to surroundings during duty hours
- Exhibit sound judgment and a calm demeanor in stressful or unexpected situations
- Work outdoors in a variety of weather conditions
- Follow written and verbal instructions and communicate clearly with children and adults

Able to hear with 40 decibel loss maximum and see with acuity of 20 inches or less and far acuity of at least 20 feet normal depth perception, field of vision and accommodation. Must be able to reach above and below the waist, walk and use fingers to pick, feel and grasp objects. Requires use of both hands for repetitive motion. Some bending and twisting of the body required. Lifts/carries supplies and papers weighing no more than 40 lbs. Typical office environment with the ability to sit eighty percent (80%) of workday.

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