

TITLE: CROSSING GUARD

QUALIFICATIONS

Knowledge of

1. Roadway safety practice.
2. Traffic safety regulations as they apply to school crossings.
3. Emergency assistance procedures and sources of emergency assistance.
4. General concepts of child growth and development and child behavioral characteristics.
5. Techniques used in controlling and motivating students.
6. Spanish language strongly desired.
7. Safety rules and regulations for this position.

Ability to

1. Inform school children of proper safety methods.
2. Keep simple records and reports.
3. Maintain cooperation of and with motorists.
4. Assume responsibility for supervision of children.
5. Demonstrate an understanding, patient, warm, and receptive attitude toward children.
6. Understand and carry out verbal and written instructions.
7. Apply general policies and procedures to specific situations.
8. Cope with verbal abuse.
9. Learn and follow the operations, procedures, policies, and requirements of assignment.
10. Work successfully with diverse groups of people.
11. Be a productive and active team member.
12. Maintain a pleasant appearance and demeanor.
13. Work independently and maintain high standards of workmanship.
14. Hear, see, and move at a level that ensures student safety.
15. Handle all matters in a tactful, courteous, and confidential manner so as to maintain and/or establish good public relations.
16. Establish and maintain effective work relationships with those contacted in the performance of required duties.
17. Establish and maintain effective rapport with students, parents, and community members.

Training and Experience

1. Education equivalent to the completion of the twelfth (12th) grade.
2. One (1) year of paid or volunteer experience working with children in an educational or child care setting or any combination of training experience that would likely provide the desired knowledge and abilities may be considered.
3. A good work history and attendance.

REPORTS TO: Site Principal or designee

JOB GOAL: Under the direct supervision of the school principal or designee, provides for the safety of students crossing designated roadways by safely escorting students across such roadways in an efficient and effective manner.

ESSENTIAL FUNCTIONS

1. Observes traffic flow, watching for breaks, effectively halting traffic.
2. Observes that all vehicles appear to be reducing speed in preparation to stop. After traffic has halted, safely escorts school children across the roadway until all children have reached a place of safety from traffic and returns to crossing guard post.
3. Informs students of proper safety methods and assures that they observe all safety precautions.
4. Observes and submits essential evidence to proper authorities when motorists violate school crossing regulations.
5. Observes and reports actions of suspicious characters at or near the crossing locations.
6. Reports disturbances, accidents, and any emergency immediately to the school office.
7. Reports violations of school and district rules through completion of student referrals in accordance with established procedures.
8. Follows District policies and procedures.
9. Participates in District in-service training as required.
10. Knows and understands the Mission and Core Values of the District.
11. Performs other related duties as required.

OTHER FUNCTIONS

1. Attends various meetings regarding safety, first aid, training, updates, etc. as required.
2. Ensures that all equipment and materials are properly used and stored.
3. Ensures that areas are kept clean and orderly at all times.

PHYSICAL ABILITIES

1. Visual ability to read handwritten or typed documents and instructions.
2. Able to conduct verbal conversation in English.
3. Able to hear normal range verbal conversation (approximately 60 decibels.)
4. Able to sit, stand, stoop, kneel, bend, and walk.
5. Able to stand for sustained periods of time up to and including three (3) hours.
6. Able to walk for sustained periods of time up to and including three (3) hours.
7. Vision which allows accurate observation from a distance.
8. Able to lift up to ten (10) pounds.
9. Able to carry up to ten (10) pounds.
10. Able to exhibit full range of motion for shoulder external rotation and internal rotation.
11. Able to exhibit full range of motion for shoulder abduction and adduction.
12. Able to exhibit full range of motion for elbow flexion and extension.
13. Able to exhibit full range of motion for shoulder extension and flexion.
14. Able to exhibit full range of motion for back lateral flexion.
15. Able to exhibit full range of motion for hip flexion and extension.
16. Able to exhibit full range of motion for knee flexion.
17. Able to work in a wide range of weather conditions.
18. Able to perform non-violent crisis intervention procedures.

SPECIAL REQUIREMENTS

1. Must use safety equipment and devices designated for this position.
2. First Aid Certificate and Cardio-Pulmonary Resuscitation (CPR) certification desired.

TERMS OF EMPLOYMENT: Twelve-month work-year
Classified bargaining unit position

EVALUATION: Performance of this job will be evaluated in accordance with Board of Education policy and provisions of the collective bargaining agreement. The site administrator or his/her designee will complete the evaluation.

Approved by:	Board of Education	Date:	October 11, 1989
Amended by:	Board of Education	Date:	May 8, 1997
Amended by:	Board of Education	Date:	October 8, 1998

**MURRIETA VALLEY UNIFIED SCHOOL DISTRICT IS A
TOBACCO-FREE, DRUG-FREE WORKPLACE**

**MURRIETA VALLEY UNIFIED SCHOOL DISTRICT IS AN
AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**