



David Douglas School District #40

Classified - Job Description

BUS SAFETY MONITOR

Schedule: 10 Months

Class: 7

POSITION PURPOSE

Responsible for the care, safety and support of students during student arrival and dismissal times.

NATURE AND SCOPE OF RESPONSIBILITIES

- Provide outside duty at the front turnaround crosswalk twice daily at arrival and dismissal times
- Monitor and insure safety of all students during student arrival and dismissal
- Direct traffic flow at the curb and crosswalk-outdoor walk in all types of weather
- Provide necessary assistance to students and families during arrival and dismissal times
- Ability to project a strong presence and intervene as necessary with students and parents to enforce safe traffic patterns
- Provide support and instruction to help students understand and comply with the school safety rules
- Quickly become aware of students and families who drop off and pick up students in order to foster a spirit of safety and community
- Communicate with Administration and school personnel about student behavior and safety concerns or other issues. Complete and submit all required reports and documentation
- Follow all established procedures for school safety and student arrival and dismissal times
- Perform other duties, as assigned

QUALIFICATIONS

- High School diploma or equivalent
- Prior experience in working with students desired
- Ability to project a pleasant manner and relate well to students and their requests for assistance
- Flexibility and patience in supervising students with a variety of skill levels
- An understanding of and empathy for students with special needs and familiarity with techniques for instruction and assistance
- Ability to work harmoniously with others and to communicate appropriately and effectively, both verbally and in writing, with students, parents, and staff
- Ability to maintain a high level of ethical behavior and confidentiality of information about students and staff
- Able to observe and restrain unruly students
- Familiarity with the school community and families preferred
- Ability to problem solve and defuse anger
- Strong interpersonal relationship skills required

ESSENTIAL PHYSICAL REQUIREMENTS

Mental Demands: Maintain emotional control, mental alertness

Physical Demands / Environmental Demands: Sitting, stooping, bending, reaching, grabbing, pulling and squeezing, repetitive hand/arm movements, pulling, squeezing, grasping and occasional lifting up to 50 pounds. Able to move and lift children off bus, e.g. when injured, sick or disabled.

David Douglas School District Drug Testing and Criminal Background check

Per district policy all offers of employment shall be contingent upon the successful passing of a district required drug test and criminal background check. David Douglas School District's Human Resources will designate where and when the testing will be conducted. The offer of employment will be withdrawn from candidates who test positive for drugs.