

Job Title: SAFETY MONITOR
Reports to: Campus Principal/District Chief of Police
Dept./School: Assigned Campus
Wkly/Hrs Worked: 30 Hours
Wage/Hour Status: Non-exempt
Date Revised: May 18, 2026

Primary Purpose

The crossing guard is responsible for the safe crossing of students who go from their homes to school in the mornings and from school to their home in the afternoon.

QUALIFICATIONS

Education/Certification

GED or High School Diploma, preferred

Special Knowledge/Skills

Good oral and written communication skills
Meet the physical requirements of the position
Be able to speak English well enough to give instructions to all children
Be able to meet the public and give instructions in English if necessary

Experience

Some experience working with children

MAJOR RESPONSIBILITIES AND DUTIES

General Duties

1. Oversee the safety of students crossing the street to and from school in the morning and in the afternoon.
2. Assist with cafeteria /recess duty as directed by principal.
3. Maintain all equipment in proper working condition and appearance.
4. Report to the principal/District Chief of Police any problems experienced during his/her duty cycle.

Other

5. Perform other duties assigned by supervisor.
6. Maintain confidentiality of information.

Supervisory Responsibilities

None

EQUIPMENT USED

Road cones, battery operated flashing lights, and hand held stop signs.

WORKING CONDITIONS

Mental Demands/Physical Demands/Environmental Factors

This position is located outside on the street; therefore, weather conditions vary a great deal, from hot in the summer to very cold in the winter and sometimes wet.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Reviewed by: _____ **Date:** _____

Approved by: _____ **Date:** _____