

Job Title: CROSSING GUARD – ECHS/DRHS
Reports to: District Chief of Police
Dept./School: Assigned Campus
Wage/Hour Status: Non-exempt
Date Revised: March 28, 2022

Primary Purpose

Crossing guards are primarily responsible for ensuring the safety of student pedestrians while crossing busy intersections and streets on their way to classes at the Early College High School, Southwest Texas Junior College, and Del Rio High School. The crossing guard will be responsible for assisting students and others to safely cross the street at assigned intersections during designated hours.

QUALIFICATIONS

Education/Certification

GED or High School Diploma, preferred

Special Knowledge/Skills

Basic knowledge of traffic safety regulations
Ability to identify and respond quickly to traffic safety and occupational hazards
Ability to communicate instructions effectively to students and adults
Ability to read, understand, and follow written instructions
Ability to render basic first aid and CPR
Ability to send, receive and follow instructions on a two-way radio
Ability to remain alert and attentive during working hours
Ability to remain calm and use good judgement in emergency situations
Ability to work outdoors in all weather conditions

Experience

Experience working with school children preferred

MAJOR RESPONSIBILITIES AND DUTIES

General Duties

1. Apply appropriate knowledge of traffic laws and use clear and proper traffic management signals to both pedestrians and vehicular traffic to safely cross any person within the designated school crossing zones.
2. Assist students and other community members to safely cross the street at the assigned intersections during designated hours.
3. Identify potential traffic safety hazards and respond quickly to protect students and avoid accidents.
4. Ensure a smooth and expedient flow of both vehicular and pedestrian traffic.
5. Follow and uphold district safety requirements and report traffic violations and student misconduct to the Chief of Police and school administrator in accordance with District procedures.
6. Communicate safety and traffic rules to students, parents, and others as needed.
7. Correct unsafe conditions when possible and report conditions that are not correctable to the supervisor as soon as practicable.
8. Follow District safety protocols and emergency procedures.
9. Maintain all equipment in proper working condition and appearance.

Other

- 10. Perform other duties assigned by supervisor.
- 11. Maintain confidentiality of information.

Supervisory Responsibilities

None

EQUIPMENT USED

Handheld traffic signs, traffic cones, reflective safety attire, hand-held radio

WORKING CONDITIONS

Mental Demands/Physical Demands/Environmental Factors

Prolonged standing, constant walking, grasping/squeezing, wrist flexion/extension, reaching, prolonged exposure to extreme temperatures, sunlight, and humidity; constant exposure to noise and vehicle exhaust; work around moving vehicles and on slippery and uneven surfaces.

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:** _____