

NORTH SCOTT COMMUNITY SCHOOL DISTRICT

TITLE: Detention Hall Supervisor

HOURS: 3:15 – 4:15 Tuesday & Thursday after school

QUALIFICATIONS:

1. North Scott High School employee
Selected by the Dean of Students

REPORTS TO: High School Dean of Students & Principal

PERFORMANCE EXPECTATIONS:

1. Ability to supervise and control students
2. Ability to maintain accurate records
3. Ability to communicate with administration.

PERFORMANCE RESPONSIBILITIES:

1. Meet students in the room at 3:05 p.m.
2. Control and supervise students for 1 hour after school.
3. Students need to remain silent and bring homework with them to the session.
4. Keep accurate records of students who are present.
5. Turn attendance sheet into Dean of Students secretary.

TERMS OF EMPLOYMENT: All working conditions are contained within the Master Agreement between the Board of Directors and the North Scott Education Association.

EVALUATION: Performance of the job will be evaluated using a district-approved evaluation procedure, i.e. teacher, classified, etc.

Approved by: _____ Date: _____

Reviewed and agreed to by _____ Date: _____
(Incumbent)

3/31/03