

Position: Playground Assistant	FLSA: Non-exempt
Department: Elementary School Levels	Salary Grade: 5
Reports to: Principal or Vice Principal	

### OVERALL OBJECTIVE AND SUMMARY

Assists and oversees students' recreational playground activities and conduct on assigned school campus.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Escorts students to and from play areas. Maintains order with students, ensuring proper behavior and safety.
- Oversees students engaged in recreational, sports, and play activities. May instruct students in games and other activities.
- Ensures proper behavior and safe use of playground equipment. Observes and controls behavior of students according to approved procedures. Maintains order among students on the school grounds during breaks, breakfast/lunch periods and in the cafeteria.
- Assists students in developing and observing acceptable rules of conduct.
- Supervise students during breakfast/lunch periods.
- Performs other duties as assigned that support the overall objective of the position.

### QUALIFICATIONS

Knowledge of:

- Student behavior and the techniques for overseeing students in unstructured settings.
- Interpersonal skills to manage student behavior.
- Basic report writing and record keeping skills.
- Interpersonal skills using tact, patience, and courtesy.

Ability to:

- Learn District and site policies, procedures and regulations regarding appropriate student behavior on grounds or in facilities.
- Enforce school regulations.
- Work independently in carrying out the duties of the position.
- Organize and monitor recreational games and play activities.
- Demonstrate an understanding, patient, and receptive attitude toward students.
- Understand and follow oral and written directions.
- Communicate effectively with students and adults both orally and in writing.
- Take precautions against exposure to health and safety risks.

### PHYSICAL ABILITIES

This position requires:

- Visual acuity to observe students.
- Sufficient ambulatory ability to stand for extended periods of time, walk continually, and occasionally pull, push, or lift medium weight objects.
- Auditory ability to carry on conversations and project voice in a noisy outdoor or large indoor room environment.
- Speaking and hearing to communicate in person or over the phone.

### EDUCATION AND EXPERIENCE

The position requires a High School diploma. Experience working with youths in play-related settings is desired.

### LICENSES AND CERTIFICATES

None required.