



JOB DESCRIPTION

Crossing Guard



Reports to:	Site Administrator	Employment Group / Salary Range:	Classified/ CSEA Range C
Dept:	Student Services	FLSA:	non exempt
Annual Work Days:	183 work days	Formal Review Date: Board Approval Date:	1/22/24 2/05/24

PRIMARY FUNCTIONS

Under general supervision, monitors vehicular or pedestrian traffic at assigned locations to provide a safe student escort across a roadway within a marked crosswalk, streets, or school zones.

ESSENTIAL DUTIES & RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

- Stops traffic to allow students and adults to safely cross the street.
- Monitor traffic flow and assist students and pedestrians in crossing the street safely.
- Understand the traffic laws, signs and speed limits posted within a designated jurisdiction to effectively guide vehicles and people.
- Communicate traffic and crossing rules and other information to students and adults.
- Maintains cooperation of motorists and school crossing rules; reports reckless motorists or anyone creating an unsafe situation for students to school officials.
- Report on unsafe behavior of students to school officials.
- Learn the location and purpose of street traffic signs within assigned patrol areas.
- Distribute traffic control signs and markers at designated points.
- Discuss traffic routing plans and control points location with superiors.
- Ability to deal effectively and courteously with students, staff, and general public.
- Adheres to district policies, procedures, and safe work practices.
- Participate in District in-service training as required.
- Performs related duties as assigned.

QUALIFICATIONS

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education and Experience:

Equivalent to the completion of the twelfth grade. One (1) year of paid or volunteer experience working with children in an educational or childcare setting or any combination of training experience that would likely provide the desired knowledge and abilities may be considered.

Licenses, Certificates and Other Requirements:

First Aid Certificate and Cardio-Pulmonary Resuscitation (CPR) certification desired.
California School Crossing Guard Training or obtain within 30 days of employment.

KNOWLEDGE, SKILLS AND ABILITIES**Knowledge of:**

- Roadway safety practice
- Traffic safety regulations as they apply to school crossings.
- Emergency assistance procedure and sources of emergency assistance.
- General concepts of child growth and development and child behavioral characteristics.
- Techniques used in controlling and motivating students.
- Safety rules and regulation for this position

Skills and Abilities to:

- Informs students of proper safety methods and procedures related to crossing streets.
- Keep simple records and reports.
- Assume responsibility for supervision of children.
- Demonstrate an understanding, patient, and receptive attitude towards children.
- Understand and carry out written and verbal instructions.
- Learn and follow the operations, procedures, policies, and requirements of assignment.
- Work successfully with diverse groups of people.
- Remain alert and attentive during working hours..
- Establish and maintain effective work relationships with those contacted in the performance of required duties.
- Establish and maintain effective rapport with students, parents and community members.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

Physical Demands:

While performing the duties of this class, employees are regularly required to talk or hear, in person and by telephone; sit, walk and stand; use hands to finger, handle, feel or operate objects, tools or controls; reach with hands and arms; and perform repetitive movements of hands or wrists. The employee is frequently required to lift up or carry up to 10 pounds. Specific vision abilities required by this job include close vision, color vision and the ability to adjust focus.

Mental Demands:

While performing the duties of this class, employees are regularly required to use oral communication skills; read and interpret data, information and documents; analyze and solve problems; observe and interpret people and situations; and learn and apply new information and skills

WORKING ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class.

Employees work under typical outdoor conditions subject to frequent public contact, interruption and to intermittent exposure to individuals acting in a disagreeable fashion.

The employee may be required to adjust to work schedule changes.

EMPLOYEE CERTIFICATION OF JOB DESCRIPTION

I hereby acknowledge I have read and understand the content of this job description. I have had the opportunity to ask questions and have those questions answered about the general duties and responsibilities of this job. I understand that the job description may be revised from time to time in the future by the Patterson Joint Unified School District Governing Board in consultation with my professional association as needed and where applicable.

I understand and agree nothing in this job description should be construed as a contract of employment. My employment with the Patterson Joint Unified School District is contingent upon execution of a signed contract approved by the board of trustees. Continued employment is subject to my adherence to board policy, state and federal laws, the collective bargaining agreement between my association and the district where applicable, and my performance evaluation.

I further acknowledge that it is my responsibility to notify my supervisor immediately in the event I may need reasonable accommodations to perform the primary functions, general duties and responsibilities, or the physical, mental and social requirements of this job.

Employee Signature

Date

Name Printed