



Fremont Union High School District

Position: Crossing Guard

Department/Site:

School Site

Compensation =

Annual stipend \$3,500

Reports to/ Evaluated by:

Assistant Principal

Summary of Basic Functions & Responsibilities

Under the supervision of an Assistant Principal, and/or Designee, the Crossing Guard provides for the safety of students crossing designated street intersection(s) and crosswalks during designated arrival and/or dismissal times by escorting students across such roadways in an efficient and effective manner; communicates to supervisor observations and/or incidents that may impact the general well-being of students; notes and reports pedestrian right-of-way. This position helps maintain order at crosswalks, encourages safe pedestrian behavior, and communicates effectively with students, drivers, and school personnel. Understands and works effectively with people of differing

Essential Duties & Responsibilities

Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with the task, but is intended to accurately reflect the principal job elements. Duties may include, but are not limited to, the following:

- Assist and supervise students and pedestrians in safely crossing streets at designated school crosswalks.
- Direct students to wait at the curb for crossing signal or until safe crossing can be made.
- Monitor traffic flow and use hand signals, stop signs, and safety equipment to control vehicle and pedestrian movement.
- Coordinate the flow of students across selected intersection(s) with the flow of vehicle traffic and traffic control devices.
- Utilize due caution and display crossing sign; maintain crossing guard equipment.
- Observe all related traffic regulations and safety guidelines.
- Remain highly visible and alert while on duty.
- Encourage students to follow safety rules and model appropriate behavior.
- Intervene in potential emergency situations for the purpose of minimizing injury to students.
- Report unsafe driver or pedestrian behaviors to school administration or law enforcement as needed.
- Monitor and control student behavior at crossings according to established guidelines.
- Communicate concerns regarding traffic, crosswalk conditions, or safety hazards.
- Prepare and submit timely reports to school administration, as required.
- Interact positively and courteously with all members of the community.
- Follow all school district, local, and state traffic safety regulations.
- Maintain a punctual and consistent schedule aligned with school hours.
- Perform other duties as assigned that support the overall objective of the position.

Qualifications

Knowledge and Skills

- Interpersonal relationship skills using tact, patience and courtesy, particularly with respect to students.
- Traffic regulations and safety guidelines related to student crossing.
- Guidelines for monitoring and controlling student behavior at crossings.
- School policies as related to discipline.
- Record-keeping methods.
- Oral and written communication skills.

Abilities:

- Establish and maintain effective working relationships with school children, parents, school personnel and the general public.
- Strong communication and interpersonal skills, especially with youth.
- Control of student behavior at crossings according to established guidelines.
- Follow traffic regulations and safety guidelines to coordinate the flow of students across the intersection(s) with the flow of vehicle traffic and traffic control devices.
- Recognize traffic hazards and act quickly in emergencies.
- Judge situations accurately.
- Remain calm under pressure
- Work varying shifts and locations.
- Stand, walk, and work outdoors in varying weather conditions.
- Be dependable, alert, follow up.
- Willingness to wear identifying badge, vest and/or jacket.
- Willingness to complete training provided by the school district or local authority.
- Communicate effectively orally and in writing.
- Follow written and oral instructions and schedules with minimal supervision and meet timelines.
- Prepare and submit accurate and timely reports when required.
- Work independently.

Education/Experience and Licenses and Certificates:

- This position requires a high school Diploma or its equivalent.
- Training related to safety, traffic control and issues related specifically to position.
- A valid First Aid and CPR Certificate.
- Fingerprint clearance from the Department of Justice and Federal Bureau of Investigation.

Working Conditions and Physical Requirements:

- Part-time, typically before and after school hours (may include lunchtime).
- Work is performed outdoors in all seasons on and beside road/street crossings with exposure to traffic hazards, and vehicle exhaust fumes.
- Walking ability and sufficient coordination to escort students across intersections and streets.
- Visual acuity/ability to monitor vehicle traffic, traffic control devices, the flow of students across the intersection(s), and see details at a distance and at close range.
- Visual and writing ability to write reports and keep records as required.
- Hearing ability to monitor traffic sounds and emergency signals (sirens).
- Speaking ability to exchange information and to direct the students.

- Dexterity of shoulders, arms, hands and fingers to wield a stop sign, operate traffic control devices, and prepare reports as required.
 - Use of safety equipment (vest, handheld stop sign, whistle, etc.) required.
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- *Approved by the FUHSD Board of Trustees at their regular meeting on September 9, 2025.*