

SCHOOL MONITOR

DISTINGUISHING FEATURES OF THE CLASS: This is routine work which involves responsibility for assisting teachers by performing assigned tasks which includes the supervision and care of children. This position differs from Teacher Aide in that the duties of School Monitor are less complex in nature. The work is performed under the direct supervision of a teacher or administrator. Does related work as required.

TYPICAL WORK ACTIVITIES:

Assists teachers in supervising playground, lunch periods and study halls;
Guides children safely across streets and intersections;
Maintains order in classrooms and hallways;
Oversees and maintains order of students passing between classes, in gymnasiums, cafeterias, locker rooms and on school premises both before and after school;
Issues athletic supplies and equipment;
Helps children in lower grades with wearing apparel;
May render elementary First Aid treatment and/or accompany student to school nurse;
May, on occasion, perform simple clerical duties.

FULL PERFORMANCE KNOWLEDGES, SKILLS ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of classroom/school day routine;
Ability to get along well with children and command their respect;
Ability to follow simple oral and written directions;
Ability to maintain discipline;
Neat personal appearance;
Good powers of observation;
Tact;
Courtesy;
Good judgment;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None

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LABOR