

**Vail School District
Job Description**

Job Title: CROSSING GUARD

Department: School

Reports To: School Principal

FLSA Status: Non-exempt

Level: 3

Revised: January 1, 2017

SUMMARY: Assists children and others in crossing intersection or designated crosswalk on the way to and from school in the morning, at noon, and in the afternoon. Protects the safety of children and other pedestrians at all times while on duty.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Directs actions of children at street intersections or designated crossing points.
- Escorts students and any pedestrians using school crossings, across the street.
- Records license numbers of vehicles disregarding traffic signals and stop signs of guard and reports them to site administrator or law enforcement.
- Places caution signs at designated points before duty hour and removes them at end of shift, returning to appropriate storage location.
- Incumbent will exhibit patience, courtesy and tact in dealing with others.

SUPERVISORY RESPONSIBILITIES

None

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE

- Elementary education or equivalent.
- Knowledge of traffic laws as exhibited by possession of a driver's license or passing score on a motor vehicle assessment.
- Basic knowledge of safety practices and first aid.

LANGUAGE SKILLS

Ability to see, hear and speak.

MATHEMATICAL SKILLS

None.

REASONING ABILITY

- Ability to apply common sense understanding to carry out the essential functions of the position and ensure student safety
- Ability to exercise judgment in accordance with established procedures.
- Ability to handle emergency situations.

CERTIFICATES, LICENSES, REGISTRATIONS

None.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Ability to walk, stand, and lift.
- Ability to stand for long periods of time.
- Ability to walk on uneven surfaces.
- Ability to tolerate varied outdoor weather and climatic conditions, including extreme temperature conditions, including expose to direct Summer sun

WORK ENVIRONMENT

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

The noise level in the work environment is usually moderate.