

CAMPUS MONITOR II

DEFINITION

Under general supervision, supervise, monitor, direct and control pupils on school grounds, in the cafeteria, in school buildings or other school facilities or equipment; patrol campus and protect buildings, parking areas, and grounds; work to ensure student safety, identify potential problems regarding welfare, safety and/or security of students, personnel, and visitors by enforcing rules, regulations, and school policies; and perform other related work as required.

ESSENTIAL FUNCTIONS

Monitor, control and direct pupils on school grounds, in school facilities and during school activities in areas adjacent to school sites or buildings; may be assigned to school cafeteria or MPR, monitoring and supervising pupils, cleaning tables, benches, and cleaning up spills on floor, and generally assisting pupils with the lunch program; provide visible and active supervision to maintain the safety and security of students and to deter crime; monitor, prevent and direct unauthorized persons on school sites and in school building facilities; direct visitors and others to school offices; prevent, report and correct improper behavior and report potential safety hazards; supervise students in non-classroom areas including halls, drop off, pickup and bus loading zones and parking lots; patrol any and all areas where students gather to observe behavior and to prevent school rules violations and unsafe activities; enforce district and school regulations pertaining to pupil behavior; counsel and advise pupils regarding school and district rules and regulations, assist pupils who are ill or injured to the school health office and prepare required reports as necessary; collect playground equipment and personal items left on school grounds; make verbal and written reports; and may assist or lead in the planning and/or presentation of trainings related to the safety and security of the campus.

EMPLOYMENT STANDARDS

KNOWLEDGE AND ABILITIES

Knowledge of:

Behavior modification strategies and techniques;
Legal mandates, policies, rules and regulations concerning campus control and appropriate student behavior;
Dangerous items, contraband and improper substances;
Safe campus supervision, methods and procedures.

Ability to:

Detect and identify dangerous items, contraband and improper substances is preferred;
Perform effectively and efficiently in situations requiring tact, diplomacy and good judgment;
Enforce campus rules and regulations;
Communicate effectively in oral and written form;
Understand and carry out oral and written directions;
Establish and maintain an effective working relationship with those contacted in the course of work;
Write reports regarding incidents involving students and other individuals;
Deescalate volatile situations between individuals on campus;
Relate effectively with racially and ethnically diverse staff, students and community;

EDUCATION AND EXPERIENCE

Education:

Individuals possessing the knowledge and abilities listed above are considered to possess the necessary education and experience. High School education desirable.

Experience:

Working with students performing supervision and related services is preferred.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

Strength:

Moderate work, carrying or pulling children weighing up to 100 pounds; sufficient physical ability to restrain students of varying strength as necessary; manual dexterity to write and operate computer and business machines.

Working Conditions:

Regularly work in variable weather conditions; long periods of standing and/or walking; indoor and outdoor school environment; regular significant distractions and interruptions; frequent contact with dissatisfied individuals; walk for a major portion of the work shift.

Pre-placement Physical: Class I