

## **SCHOOL DISTRICT NO.5 (SOUTHEAST KOOTENAY)**

### **JOB DESCRIPTION**

**JOB TITLE:**           **CROSSING GUARD**

**JOB SUMMARY:**   An employee hired to assist students to safely cross at designated crossings, who is responsible to an assigned supervisor.

#### **QUALIFICATIONS REQUIRED:**

1.     Grade 12 or equivalent
2.     Good physical condition with excellent hearing and vision.
3.     WCB Level 1 First Aid Training

#### **MUST HAVE THE ABILITY TO:**

1.     Communicate effectively, orally and in writing.
2.     Judgment of and adjustment to a variety of safety and discipline issues.
3.     Be self directed, flexible and work independently.
4.     Maintain confidentiality.
5.     Solve problems related to the position.
6.     Work with disagreeable and/or hostile conditions.

#### **RESPONSIBILITIES AND DUTIES:**

1.     Assist and ensure the safety of students at designated crossings.
2.     Must be knowledgeable of local traffic laws and regulations.
3.     Develop effective work methods to handle assigned tasks.
4.     Provide first alert and appropriate action for accidents and other potentially serious and/or dangerous situations.
5.     Maintain appropriate discipline.
6.     Report immediately all safety, issues that require the attention of the supervisor or designate.
7.     Administer first aid according to the level of qualifications required.
8.     Perform other job related duties.