

SCHOOL MONITOR

DISTINGUISHING FEATURES OF THE CLASS: This is routine work which involves custodial care of groups of children in the maintenance of order and discipline within school buildings, in school play areas and on school grounds. Work requires some independent judgment and is performed under supervision of a teacher or school administrator. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)
Seats children in school lunch rooms and/or auditoriums;
Assigns tables in a school lunch room and/or seating in auditoriums;
Helps keep desks and tables clear and clean;
Maintains order and sees that children eat and behave in an orderly fashion;
Maintains order on playgrounds and may suggest games or planned use of time;
Prevents or intercedes in arguments or scuffles;
Directs children in hallways between classrooms;
Escorts students to and from buses, classrooms, bathroom and lunchroom;
Assists children on and off school buses;
May be assigned to escort students with special educational or medical needs in hallways and/or to and from buses, classrooms, bathroom and lunchroom;
May relieve on switchboard;
May perform a variety of other supplementary duties auxiliary to the prime duties of school monitor;
Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good powers of observation; ability to understand and direct children; ability to speak well and clearly; firmness and authority; tact and courtesy.

MINIMUM QUALIFICATIONS:

No formal education, training or experience required.