

**POWELL COUNTY SCHOOLS
JOB DESCRIPTION**

POSITION TITLE: SCHOOL CROSSING GUARD

REPORTS TO: School Principal or Designee

SUPERVISES: N/A

BASIC FUNCTION:

Participate in monitoring students entering and leaving school grounds and buildings; check student's passes; provide protection for students and faculty by patrolling school grounds.

REPRESENTATIVE DUTIES:

- Participate in monitoring students morning and afternoon entering and leaving the school grounds and buildings.
- Prevent students from leaving school grounds without proper authorization according to established guidelines and procedures.
- Prevent trespassers from entering or remaining on school grounds without proper authorization according to established guidelines and procedures.
- Consult with office administration if a problem should arise.
- Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Rules and regulations related to assigned activities.

ABILITY TO:

- Participate in monitoring students entering and leaving school grounds.
- Maintain order and acceptable conduct among students.
- Communication effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Learn related District policies and objectives.

PHYSICAL DEMANDS:

- Work is performed while standing, sitting and/or walking
- Requires the ability to communicate effectively using speech, vision and hearing
- Requires the use of hands for simple grasping and fine manipulations
- Requires bending, squatting, crawling, climbing, reaching
- Requires the ability to lift, carry, push or pull light weights

EVALUATION: Annual development of Professional Growth Plan. Annual evaluation of job performance by supervisor

EDUCATION AND EXPERIENCE:

Any combination equivalent to: high school diploma, G.E.D. Certificate, or demonstrated progress toward obtaining a G.E.D. as required by Kentucky law.

Most recent approval by the Powell County Board of Education	Date:
Printed name of employee receiving job description.	
Employee Agreement: I have read and fully understand the foregoing job description and am aware of nothing that would prohibit my performing those duties in a competent, efficient manner.	
Employee Signature:	Date: