

EAST SIDE UNION HIGH SCHOOL DISTRICT

Job Description: Campus Monitor

Description:

Under the direction of the associate principal, the Campus Monitor patrols the school campus, to ensure the safety of persons and property. This job class has daily contact with students, teachers and management personnel.

Supervisor: Associate Principal

Typical Duties:

Reports students who are out of class without a hall pass

Assists school administration in monitoring and maintaining an orderly and safe campus. Assists site administrators in organizing activities for students during lunch

Promotes positive relationships with and among students and staff

Monitors visitors activities and assists in keeping unauthorized persons off campus

Assists in supervision of students when school is in session

Patrols school perimeter, buildings, parking lots and grounds to prevent vandalism and theft

Intervenes in situations likely to result in disruption or injury and directs students to refrain from such conduct, and reports every incident to APA

Notifies administration of unusual activities or problems

Enforces parking regulations on district property

Writes discipline reports as needed and forwards to appropriate staff

Conducts campus sweeps after every passing period

Assumes additional responsibilities, tasks, and duties as may be determined by the supervisor

Standards:

Education equivalent to completion of the twelfth grade

Possession of a valid California Driver's License

One year of training and/or experience involving youth activities and programs

CPR and First Aid training desirable

Knowledge of problems associated with establishing and maintaining positive relationships with adolescents and adults

Ability to operate a two-way radio

Ability to communicate effectively orally and in writing

Ability to analyze situations accurately and adopt an effective course of action

Bilingual skills desirable

Working conditions:

- Frequent physical effort;
- Frequent standing and walking;
- Rapid paced work;
- Moderate to high levels of stress;
- Primarily outdoor environment