

VASHON ISLAND SCHOOL DISTRICT POSITION DESCRIPTION

CAMPUS MONITOR

HOURS PER DAY/DAYS PER YEAR MAY VARY BASED ON STUDENT AND PROGRAM NEEDS AS WELL AS PARAMETERS OF VESP COLLECTIVE BARGAINING AGREEMENT

GENERAL SUMMARY

Provide supervision for students during lunch, break periods and/or recess.

ESSENTIAL FUNCTIONS:

Under the supervision of the Building Principal or designee, the position performs some or all of the following typical duties:

- Monitor student behavior and enforce school rules in professional manner.
- Communicate clearly with students at an age appropriate level.
- Provide assistance and guidance to individual students.
- Report regularly to designated Building Administrator and be responsive changing requirements.
- Follow building protocol to report discipline issues to designated Building Administrator.
- Ensure physical and emotional safety of students.
- Follow District protocol to respond to student injury or emergency.
- Participate in staff and department meetings.
- Work cooperatively with other staff and administrators.
- Fulfill other job related responsibilities as assigned

REPORTING RELATIONSHIPS

- Reports to and receives direction from Building Principal or designee.

COGNITIVE DEMANDS

- Requires adaptability and flexibility in working with different students and staff; requires effective decision-making and problem-solving; requires ability to respond calmly in emergency situations; requires dealing with difficult, upset, or angry individuals on occasion.

PHYSICAL DEMANDS

- May require prolonged standing; while performing the duties of this job, the employee may be required to sit, stand, walk, lift, carry, stoop, kneel, talk and hear.

MINIMUM QUALIFICATIONS

Education and Experience

- Minimum high school graduate or equivalent.
- Current First Aid and CPR training.
- Prior experience in supervision of children.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Must possess ability to monitor student behavior and enforce rules while establishing a positive rapport with students.
- Must possess ability to establish and maintain effective working relationships with staff.
- Must be willing and able to assist with emergency situations.
- Must have training in, or be willing to pursue training in, appropriate physical restraint techniques.
- Must have ability to follow established protocols for student safety and emergency response
- Must be flexible; able to work with students with varying needs.
- Must demonstrate excellent communication and problem-solving skills.
- Must demonstrate ability to maintain confidentiality.
- Valid first aid and CPR card.

CONDITIONS/ACKNOWLEDGMENT

This job description is intended to provide an overview of the requirements of the position. As such, it is not necessarily all inclusive, and the job may require other essential and/or nonessential functions, tasks, duties, or responsibilities not listed herein. The District reserves the sole right to add, modify, or exclude any essential or non-essential requirement at any time with or without notice. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
