



TITLE: *Substitute School Crossing Guard*

LOCATION: Elizabeth Street & Hwy 124-N; Hudson Avenue & Route B; Wesley Avenue; Hwy 124-E

QUALIFICATIONS: Must be eighteen (18) years of age or older

JOB OVERVIEW: The primary responsibility of the Substitute School Crossing Guard is to fill vacancies that occur when an assigned School Crossing Guard is sick or otherwise unable to be at his/her assigned crosswalk. The School Crossing Guard is responsible for the safety of school children crossing the streets and intersections to and from school. In order to do this successfully, he/she must direct students when it is safe to cross. The School Crossing Guard must report to his/her assigned post on time each morning and afternoon that school sessions begin/end and remain on duty until all students cross safely. This is a seasonal position held only when the students are in session for the main school year.

PERFORMANCE RESPONSIBILITIES:

- Maintains the safety of all students and pedestrians by controlling the crossing of pedestrians at his/her assigned crosswalk.
- Direct students to remain on curb until all traffic has stopped.
- Vocal communication for giving direction to students and parents by means of the spoken word (NO WHISTLES).
- Maintains the appearance and serviceability of all issued equipment.

OTHER SKILLS AND ABILITIES:

- Must be able to recognize potential hazards to individuals utilizing the crosswalks.
- Must be able to effectively communicate with children and other pedestrians.
- Ability to deal effectively and courteously with people of all ages.
- Must have adequate sight and hearing (with reasonable accommodations) to protect children from potential traffic hazards.
- Ability to walk and perform school crossing duties in all weather and traffic conditions.
- Stand in the roadway with STOP paddle continuously raised to shoulder height to show that pedestrians are using the crosswalk.
- Stand unassisted.
- Walk unassisted across the street multiple times while on post.
- Raise both feet to step over a curb.

WORK ENVIRONMENT:

- Works outside exposed to weather in climatic conditions associated with outside work.
- Works in moderately noisy conditions.
- Specific vision abilities required by this job include distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Works in close proximity to gas fumes from passing vehicles.
- Works on slippery, uneven surfaces.
- Works in and around moving objects and vehicles.

TERMS OF EMPLOYMENT:

- Assigned to any of the four specified intersections on an on-call basis, Tuesday through Friday.
- When assigned, will be on duty from 7:20 AM - 7:50 AM during the morning, and/or 3:30 PM - 4:00 PM in the afternoon.
- Paid at the rate of one (1) shift per morning or afternoon at the rate of \$15.00/shift for any crosswalk assignments worked.
- Must be available to work when called to cover a crosswalk assignment, with few exceptions.

May lead to a permanent position as permanent crossing guards are typically hired from the substitute pool.

Must successfully pass a thorough criminal history and background check.