

## **MONITOR (GROUP OF CLASSES)**

**DISTINGUISHING FEATURES OF THE CLASS:** This is routine interpersonal work involving the supervision and care of children in a school setting. (Such work performed within a school bus is titled School Bus Attendant). The work may require an ability to speak a language other than English in order to communicate with a particular student population. The work requires independent judgment and is performed under the supervision of a teacher or administrator. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Maintains order in school facilities and on school grounds;  
Oversees and directs students passing between classes and in locker rooms and on premises before and after school;  
Assigns tables in a school lunchroom and encourages students to eat and behave in an orderly fashion;  
Maintains order on playgrounds and encourages participation in games or planned use of time;  
Provides assistance to students with special needs;  
Helps to maintain cleanliness of lunchrooms and play areas;  
May assist children in lower grades with their outer apparel (e.g.; zipping up jackets, putting on gloves, tying laces, etc.);  
May administer first aid for minor cuts and bruises;  
May perform a variety of other duties incidental to the job.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Ability to understand and direct children courteously and firmly but tactfully; ability to speak clearly and effectively; ability to speak a language other than English if required\*.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of an equivalency diploma.

**NOTE:** Academic, technical or vocational training or work experience of any kind may be substituted for high school on a year-to-year basis.

\*To be demonstrated during the probationary period.