

Granite Falls School District
Position Description
Student Supervisor

GENERAL SUMMARY

Supervise students during recess and/or before or after school through area walking trails and crosswalks or boarding/disembarking school buses to maintain a safe environment, monitor and encourage positive student behavior, and provide disciplinary intervention, if necessary.

TYPICAL FUNCTIONS

To effectively perform the essential functions of any position with the District, regular attendance is required and expected.

1. May assist with organized games, supervise students during recess/lunch and other duties as assigned.
2. Provide encouragement and reinforcement of positive student behavior.
3. Establish and maintain effective communication with students and staff.
4. Submit forms/reports as needed.
5. Monitor student behavior in the lunchroom, on the playground, on the walking trails, or while buses are (un)loading; model appropriate behavior; correct behaviors and maintain discipline according to established policies and procedures; instruct students in behavioral rules and codes for student safety, socialization, and individual growth.
6. Listen to student confidences and refer problems to teachers, counselors, specialists, or administrators as appropriate.
7. May prepare, duplicate, collate, and distribute materials; operate a variety of office equipment, including laminator.

REPORTS TO: Building principal

MENTAL DEMANDS

Requires dealing with a wide range of behaviors and/or a wide range of physical or emotional disabilities; may occasionally be required to calm distraught, angry or hostile students; requires adaptability and flexibility to different student learning and behavioral styles and abilities; requires cooperation and ability to work as a team member; mental alertness to student movement, depending on assignment; ability to remain calm under pressure/emergency situation.

PHYSICAL DEMANDS

Requires mobility (standing, walking, etc.); may be exposed to infectious diseases carried by students; exposed to student noise levels; requires work outdoors in any kind of weather and elements, including dust, grasses, etc.; ability to use a two-way radio; ability to provide emergency care.

SPECIAL REQUIREMENTS

Satisfactory background clearance results (fingerprinting required); proof of ability to work in the United States; current CPR & first aid cards.

CONDITIONS

The list of essential functions is not exhaustive and may be supplemented as necessary.