

JOB DESCRIPTION

Town of Smithfield

CROSSING GUARD

GENERAL SUMMARY:

Under the direct supervision of the Operations Sergeant, the Crossing Guard is responsible for the safety of school children going to and returning from school, at school crosswalks. The work involves maintaining control of children, supervising children while they cross roadways, directing traffic in and out of schools, and controlling traffic along school roadways.

ESSENTIAL FUNCTIONS:

1. Control traffic for the children's safe crossing of streets and roads;
2. Oversee the safe conduct of children while crossing streets and roads;
3. Remain with children while they cross roadways;
4. Maintain regular and consistent attendance and punctuality;
5. Deliver a visible presence to children and motorists so that children feel safe and secure and motorists know to use caution;
6. Amicably interact with children and serve as a good example to them;
7. Aid children in need of help and summon emergency assistance if needed;
8. Identify, record, and reports information about suspicious persons and/or vehicles, potential traffic problems, road hazards, and motor vehicle violations that jeopardize the safety of the children;
9. Consult weather information for conditions that might cause delayed school openings and early school closings;
10. Perform related tasks consistent with job description and assignments;
11. Perform other duties as required by the Police Chief.

JOB REQUIREMENTS:

1. Must possess a high school or general equivalency diploma (GED);
2. Must successfully pass a background check;
3. Must be at least 18 years of age;
4. Must be able to complete all required on-the-job training.

WORKING CONDITIONS:

1. Must possess the ability to understand the distance of traffic approaching in relation to area crosswalks;
2. Must possess the ability to understand when there are lulls or gaps in traffic;
3. Must possess the ability to understand when it is safe to permit student(s) crossing;
4. Must possess the ability to respond quickly and calmly in the event of an emergency;
5. Must possess the ability to perform required reporting of motorist violations as necessary;
6. Must possess the ability to work and communicate effectively with children.

PHYSICAL REQUIREMENTS:

This position requires a Crossing Guard to perform all functions contained in this job description. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements necessary to accomplish the essential functions:

1. All work is performed outdoors in all types of weather conditions and requires the individual to be in good physical condition with good mobility.
2. Must be able to stand for extended periods of time and have sufficient mobility to work in an outdoor environment.
3. Must be able to perform sight assessments of the work area including frequent far acuity, depth perception, and peripheral vision.
4. Must be able to exert force to 10 pounds occasionally, and/or up to 5lbs. of force frequently, and/or a negligible amount of force frequently to lift, carry, push, pull or move objects.

August 2012