

School Crossing Guard

City of McPherson

Police Department

POSITION SUMMARY

Under the supervision of the School Crossing Guard Supervisor, at the direction of the Police Chief; the School Crossing Guard is a non-exempt position, which regulates vehicle and foot traffic while guiding children across roadways to and from school in McPherson. This position is not eligible for KPERS Retirement Benefits or other City benefits.

ESSENTIAL FUNCTIONS

- Arrives for duty at the time and place designated, attired appropriately and with all equipment serviceable;
- Assures that children conform to traffic regulations at the designated crossing;
- Reports children who fail to cooperate to the School Crossing Guard Supervisor;
- Provides a safe and orderly street crossing for all students and pedestrians;
- Reports traffic violations to the Police Department;
- Observes, detects, and reports conditions that jeopardize the safety of persons and property to the School Crossing Guard Supervisor;
- Cultivates good relations with all citizens and is especially friendly and helpful to children;
- Performs duties in a manner that builds public confidence;
- Follows pedestrian safety procedures and practices.

MARGINAL FUNCTIONS

- Performs other duties as needed or assigned.

Classification

Quick View

FLSA: **NON-EXEMPT**

ADA: **APPLICABLE**

FMLA: **INELIGIBLE**

KPERS: **INELIGIBLE**

OSHA:

WORKING CONDITIONS:
ADVERSE WEATHER
ELEMENT OF RISK
EXCESSIVE NOISE

SCHOOL CROSSING GUARD - POSITION REQUIREMENTS

Experience: Employee is expected to have acquired the necessary information and skills to perform the job reasonably well within one week of employment.

Education: A high school diploma or GED is required.

Technical Skills: The ability to concentrate on tasks in the presence of distractions and to understand and anticipate problems is required. This employee should possess excellent public relation and oral communication skills to express or exchange ideas.

Problem Solving: Some independent problem solving is involved in this position.

Decision Making: Some independent decision-making is involved in this position. This employee makes decisions about performing daily duties in the safest and most efficient manner.

Supervision: The School Crossing Guard works under the supervision of the School Crossing Guard Supervisor, within the Chain of Command, under the direction of the Police Chief. This employee exercises no supervision over subordinate personnel.

Financial Accountability: This employee is responsible for the safe handling of Department equipment.

Personal Relations: Daily contact with students and the general public is expected.

Working Conditions: Adverse working conditions exist within this position. Exposure to excessive noise and adverse weather conditions is expected. This position contains an element of risk to personal safety while performing the day-to-day duties.

Physical Requirements: The ability to stand and to walk for long periods of time in varying weather conditions is required. Hearing and visual acuity are required to receive information, observe general surroundings and for depth perception. Must be able to lift equipment weighing approximately 20 pounds.

Residential Requirements: At the discretion of the Police Chief.

****The specific statements shown in this description are not intended to be all-inclusive. They represent typical elements and criteria considered necessary to successfully perform the job.*

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