

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Walking Attendant	CLASSIFICATION:	Classified Non-Management (SEIU/Aide-Paraprofessional)
SERIES:	None	FLSA:	Non-Exempt
JOB CLASS CODE:	0933	WORK YEAR:	10 Months
DEPARTMENT:	School Site	SALARY:	Range 23 Salary Schedule C
REPORTS TO:	Assigned Supervisor	BOARD APPROVAL:	01-01-65
		BOARD REVISION:	10-29-73 11-10-73
		HR REVISION:	04-26-12

BASIC FUNCTION:

Provide minimal student supervision; monitor elementary school children at designated crosswalks to ensure the safe crossing of children during hours when children are going to or coming from school; escort elementary school children to and from school along a prescribed route; and supervise children on school grounds before and after school.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Establish and maintain order, discipline, and adherence to safety precautions; keep order to prevent disturbances at street intersections; lift light objects. **E**

Report irregularities and hazards to assigned supervisor. **E**

Monitor traffic and speeding vehicles that may cause possible accidents; remember license plate numbers of vehicles that do not stop. **E**

Remain alert of suspicious people or cars. **E**

Maintain current certification in Standard Red Cross First Aid. **E**

May perform general office clerical duties.

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: graduation from high school. Prefer some experience with elementary school children.

LICENSES AND OTHER REQUIREMENTS:

Successful completion of a Standard Red Cross First Aid course at least within six months after employment.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Habits of elementary school children.
Traffic direction and safety methods.
Interpersonal skills using tact, patience, and courtesy.

ABILITY TO:

Perform the basic function of the position.
Establish and maintain order, discipline, and adherence to safety precautions.
Recognize traffic hazards.
Develop cooperative relationships with parents and children.
Lift light objects according to safety regulations.
Communicate effectively.
Walk and stand for an extended period of time.
Meet state and district standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Outdoor environment; subject to adverse weather conditions.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to exchange information; stand and walk for extended periods of time; bend at the waist, crouch, or lift to provide assistance; and see to monitor traffic and student activities; lift light objects.