

## **CAMPUS SUPERVISOR**

### DEFINITION

Under supervision, to patrol secondary school campus and parking areas, to assist in monitoring student release policy, student behavior, visitor activity, parking and traffic control, and related work as required.

### EXAMPLES OF DUTIES

Monitor and direct student activities in hallways, restrooms, and in areas adjacent to the buildings; patrol the school campus, restrooms and parking areas to ensure against inappropriate behavior, vandalism, and littering; develop rapport with students; report violations of school rules or illegal actions to administrators; develop rapport with neighbors and local businesses; ensure gates and doors are locked as part of campus safety; monitor the perimeter of the campus to encourage student consideration of private property near the campus; discourage non-students from loitering or entering the campus; may assist with in-house detention, detention or opportunity classroom; respond to emergency situations.

### QUALIFICATIONS

#### Knowledge of

Behavior modification strategies and techniques; policies, rules, and regulations concerning campus control, and appropriate student behavior; safe campus supervision methods and procedures; and safety rules and regulations.

#### Ability to

Enforce all rules and regulations pertaining to campus control and security; maintain composure under stressful situations; perform effectively and assertively in situations requiring tact, diplomacy and good judgment; effectively use 2-way radio; communicate effectively in oral and written language, particularly with students; understand and follow oral and written directions; establish and maintain cooperative working relationships; operate a golf cart; pass psychological screening.

#### Experience

Six months of experience working with youths and/or youth groups preferred.

#### Education

Equivalent to the completion of the twelfth grade.

#### Physical Performance Requirements

Occasional lifting of less than 20 pounds. Frequent standing, walking, with some twisting, bending, stooping, and squatting.

#### Licenses

Possession of a valid and appropriate California Driver's License, if required.