JOB DESCRIPTION

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Position Title: School Crossing Guard
Department: Police
Supervisor: Chief of Police
FLSA Status: Non – Exempt

JOB SUMMARY

Under the general direction of the Chief of Police, this Part-Time position is responsible for providing maximum protection and assisting children going to and returning from the Township's schools by directing traffic so that school children may cross streets safely.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Promptly obeys all orders of a superior officer;
- Protects the lives of school age pedestrians;
- Directs and controls the movement of school children at assigned intersections;
- Patrols an assigned intersection, directs traffic to stop and directs school children across the street safely;
- Prevents school children from crossing the street while traffic is moving;
- Collects appropriate information concerning operators of vehicles that fail to obey proper signals and/or devices at the intersection and in the school zone;
- Reports violators of the Vehicle Code as it applies to school crossings and school zones;
- Directs traffic at an assigned intersection when necessary to provide for the movement of school buses or to relieve temporary traffic congestion;
- Cooperates, assists, and communicates timely, accurately and effectively with all departments, maintaining a positive environment and positive communications with fellow employees and the public to achieve mutual goals;
- Performs related work as required by the Chief of Police

SKILLS & QUALIFICATIONS

- High School diploma or GED preferred
- Current Commonwealth of Pennsylvania Driver's License.
- Ability to stand and walk outside in a variety of all types of weather conditions and environmental extremes such as heat, cold, rain, snow, air pollution and dust
- Ability to communicate effectively both verbally and in writing
- Ability to comprehend and retain knowledge of the Pennsylvania Vehicle Code as it relates to school crossings and school zones;
- Thorough knowledge of appropriate signals for the control of vehicular traffic;
- Thorough knowledge of traffic safety as it relates to the movement of pedestrians at an intersection
- Ability to coordinate the movement of traffic with the safe flow of school age pedestrians;
- Ability to relate to school age pedestrians and instruct them on safe methods of crossing the street;
- Ability to prevent children from crossing the street in an unsafe manner or when traffic is moving;

WORK POSTURE REQUIREMENTS:

1)	Bending	0-5%
2)	Crouching	0-5%
3)	Reaching	50-75%
4)	Standing	50-75%
5)	Walking	50-75%
6)	Sitting	0-5%
7)	Lifting	0-5%

VISION REQUIREMENTS: Near and distance vision and the ability to adjust focus.

ENVIRONMENTAL CONDITIONS: Primarily an outside work environment

EMOTIONAL DEMANDS:

1)	Contacts with General Public	Frequently
2)	Customer Contact	Frequently
3)	Working Alone	Occasionally

WORK SCHEDULE:

Hours worked not to exceed 20 hours per week. Must be available to work during the following schedule:

Approximately 1 hour AM and 1 hour PM Mondays through Fridays on days school is in session (August – June) as determined by the School District

BENEFITS ELIGIBILITY

This Part Time position is not eligible for employee benefits.

WAGES

Starting pay rate for this non-salaried Part Time position shall be payable in the amount of **$15.75** per hour worked. Holidays and days the schools are closed shall be unpaid.

NOTE: The requirements included in this job description are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.