

## **JOB DESCRIPTION**

## **BARNEGAT TOWNSHIP SCHOOL DISTRICT**

### **PLAYGROUND/CAFETERIA AIDE**

#### **QUALIFICATIONS:**

1. High school diploma
2. Minimum experience as determined by the board
3. Demonstrated ability to work successfully with children and adults and to perform assigned duties
4. Required criminal history background check and proof of U.S. citizenship or legal resident alien status

**REPORTS TO:** Principal/Cafeteria Manager

#### **JOB GOAL:**

To assist in the maintenance of an orderly, safe and pleasant atmosphere in the cafeteria, gym, library and on the playground by helping and supervising students at mealtime and during recess.

#### **PERFORMANCE RESPONSIBILITIES:**

1. Supervises students in the cafeteria during meals.
2. Maintains a system for orderly food purchase by pupils, disposal of food waste, return of trays and utensils.
3. Sees that students are seated in assigned areas.
4. Circulates among the tables during the mealtime so as to be available to children who need help or to resolve any minor problems that arise.
5. Informs assigned teacher of any serious infractions of discipline rules by students.
6. Ensures the cleanliness of tables and surrounding areas.
7. Organizes groups for orderly dismissal from the cafeteria.
8. Performs other related duties as assigned.
9. Supervise students in the in the gym, library, cafeteria, or on the playground during recess.

# JOB DESCRIPTION

# BARNEGAT TOWNSHIP SCHOOL DISTRICT

## **TERMS OF EMPLOYMENT:**

Salary and work year to be determined by the Board of Education.

## **EVALUATION:**

Performance of this job will be evaluated annually in accordance with State law, administrative code, and the provisions of the Board's policy on evaluation of non-certified staff.

## **LEGAL REFERENCES:**

N.J.S.A. 18A:6-7.1	Criminal history record
N.J.S.A. 18A:16-1	Officers and employees
N.J.S.A. 18A:16-2	Physical examinations; requirement
N.J.A.C. 6:3-4A.4	Requirements of physical examinations
N.J.A.C. 6:11-4.6	Paraprofessional approval

Immigration Reform and Control Act of 1986, 8 U.S.C.A. 1100 et seq.