

## **JOB DESCRIPTION**

## **BARNEGAT TOWNSHIP SCHOOL DISTRICT**

### **TRAFFIC SAFETY AIDE (Part-Time)**

#### **QUALIFICATIONS:**

1. Valid New Jersey Driver's License may be required.
2. Must have a High School Diploma or equivalent or any combination of education and experience equivalent to graduation from high school.
3. Must be 18 years of age or older.
4. Must be a U.S. citizen and a New Jersey resident.
5. Must successfully pass a thorough criminal history and background check.
6. Schedule flexibility based on start/end times, regular or adjusted and varied by school.

**REPORTS TO:** Building Principal/Transportation and Security Coordinator

#### **JOB GOAL:**

Provide safe crossing of school children and other pedestrians; keep traffic flowing without long delays during drop off/pick up; maintain an understanding of basic traffic laws; must be able and willing to work in all types of weather conditions; learn, display and maintain all skills, knowledge and abilities for the performance of all duties and responsibilities, as established by school principal; act quickly, calmly and decisively in certain situations involving the safety of others; and aid in reporting of any emergencies or vehicle code violations during drop off/pick up hours.

#### **PERFORMANCE RESPONSIBILITIES:**

1. Ability to stand or walk for long periods of time.
2. Ability to interact with children and adults.
3. Ability to exercise mature judgment.
4. Ability to express oneself clearly and precisely with physical and verbal direction.
5. Ability to utilize both arms and hands to present discernible physical traffic signals employing a department issued hand-held stop sign, and wearing an authorized traffic safety vest.
6. Ability to remain alert and attentive at a post.
7. Ability to act quickly, calmly and decisively in certain situations involving the safety of others.
8. Ability to follow written and oral instructions effectively.
9. Ability to work independently or as a team.
10. Ability to learn controls quickly.
11. Maintains a thorough knowledge of the proper control of safe crossing for school children in regards to apparent vehicular traffic.

## **JOB DESCRIPTION**

## **BARNEGAT TOWNSHIP SCHOOL DISTRICT**

12. Ability to learn, display and maintain all skills, knowledge and abilities for the performance of all duties and responsibilities, as established by the Chief of Police.
13. Ability to perform all duties and responsibilities during inclement weather and various lighting conditions.
14. Ability read, write, speak, understand or communicate in English sufficiently to perform the duties of the position.

### **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 certified staff.

### **LEGAL REFERENCES:**

N.J.S.A. 18A:6-7.1      Criminal history record