



Job Title:	Crossing Guard	Wage/Hour Status:	Non-Exempt
Reports To:	Police Sergeant and/or Lead Crossing Guard	Pay Grade:	Police Schedule
Dept. /School:	Police Department	Date Revised:	10/18/2011

Primary Purpose:

Provide safe crossings for school children at designated crosswalks throughout the school district.

Qualifications:

Special Knowledge/Skills:

Knowledge of overall MISD Crossing Guard Guidelines
Strong communications skills, public relations, organizational, and interpersonal skills

Major Responsibilities and Duties:

1. Set up the crossing area each day.
2. Ensure all MISD policy and procedures are followed.
3. Report violations of traffic and safety to the lead crossing guard or Police Sergeant.
4. Ability to properly complete accurate time sheets.
5. Other duties as assigned

Supervisory Responsibilities:

None

Equipment Used:

Whistle, hand held stop sign, traffic vest

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:

Ability to read and record information, communicate effectively (verbally); maintain emotional control under stress, continuous walking, standing; exposure to extreme and inclement weather. Must be able to hold 5 lbs. above shoulder height for duration of crossing students across roadway.

NOTE: The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, or skills that may be required.