

CALAVERAS UNIFIED SCHOOL DISTRICT
3304 B Highway 12 - P. O. Box 788
San Andreas, CA 95249
209/754-2300

JOB TITLE: Campus Monitor
WORK YEAR: 180-Day

JOB DESCRIPTION: Under the general supervision of an Assistant Principal, the Campus Monitor will patrol the campus during his/her duty hours. He/She is to be thoroughly familiar with the school rules and regulations and with the student's rights and responsibilities. Will perform related duties as assigned.

ESSENTIAL JOB TASKS:

1. Monitor all areas of the campus outside of the classrooms.
2. Monitor student's compliance with school rules and regulations.
3. Monitor hall passes during instructional periods.
4. Help administration with emergency evacuations and drills.
5. Use proper etiquette when using radios and communicating with students, staff and the public.

KNOWLEDGE/SKILLS/ABILITIES:

1. Knowledge of:
 - * School operations, rules and emergency protocols.
 - * Student rights and responsibilities.
2. **Ability to:**
 - * Work well with high school age students
 - * Work outdoors under a variety of weather conditions.
 - * Make appropriate decisions a interpretations of school rules and policies.
 - * Work well with administration, staff and students.
 - * Pass a physical for the position.
3. A High School diploma or equivalent.
4. Experience in working with high school age students.
5. Possession of a valid California Driver's License preferred.

SALARY: **Placement on the CSEA Salary Schedule, Range C**

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.), and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Board Approved: 9/22/2010