

TITLE: BUS MONITOR

QUALIFICATIONS:

1. High school diploma preferred
2. Ability to interact in positive way with students, bus drivers, and other district and community people
3. Ability to read, write and speak effectively

REPORTS TO: Administrator as assigned

JOB GOAL: To supervise children at bus stops, interchange areas, and on bus going to and from school activities; to follow and assist bus driver as he/she may direct

PERFORMANCE RESPONSIBILITIES:

1. Works under direct supervision of school bus driver
2. Responsible for control and discipline of students
3. Shows consistency, firmness and fairness in enforcing bus rules; maintains poise and confident manner
4. Counsels students toward proper behavior on bus
5. Works closely and effectively with drivers, students, parents, and other school staff members
6. Works toward handling discipline problems on the bus, and using suspension process only as last resort
7. Familiarizes self with school district bus rules and regulations
8. Provides supervision and discipline on bus, prevents and solves discipline problems as they occur; coordinates with school principal or principal's designee any problems not resolved on bus
9. Performs other related duties as assigned

TERMS OF EMPLOYMENT: Salary and work year to be according to current schedule; classified salary schedule, class 4

EVALUATION: Performance of this job will be evaluated in accordance with the District's "Improvement of Professional Services" handbook, Board Policies and Procedures and consistent with collective bargaining agreements when applicable