**SCHOOL CROSSING GUARD  
Job Description Form**

**Job Title**: School Crossing Guard

**Employer:**

Township

Street Address

Township, NJ 00000

The Township is currently recruiting for several School Crossing Guards in the Police Department. You can be an important member of a successful team of individuals committed to the safety of schoolchildren in your community. School Crossing Guards work approximately 10-15 hours per week, Monday through Friday, during the regular school year at designated locations in the township assisting elementary, middle and high school students.

**Example Schedule:**

8:45- 9:15 am & 3:20-3:50 pm;

8:40-9:10 am & 3:25-3:55 pm;

7:55-8:25 am & 2:35-3:00 pm.

* Times vary by school
* Times are subject to change on ½ day school schedules

**Job Description**:

Crossing guards assist children in crossing the street on their way to and from school. Crossing guards provide safe crossings of the roadways and model appropriate street skills and behavior for children. They do this by:

* Choosing good times to step into the street to create gaps in traffic
* Standing in the roadway with STOP paddle continuously raised to shoulder height to show that pedestrians are using the crosswalk. Stands for X amount of time.
* Verbally directing children across the street
* Recognizing and communicating potentially dangerous traffic situations and hazards in the environment
* Fulfilling job requirements outdoors in all weather, including rain, fog, snow, sleet, cold, heat, humidity, and wind

Crossing guards will perform all other duties assigned.

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| **Essential Functions** | **Physical Demands** |
| Chooses good times to step into street to create gaps in traffic | Vision, Hearing, Agility/Balance, Standing, Walking, Reaching |
| Stands in roadway with STOP paddle (weighing X lbs.) raised continuously to show that pedestrians are using the crosswalk. | Standing, Walking, Turning/Twisting, Lifting, Holding, Agility/Balance |
| Verbally directs children across street | Communicates clearly, courteously, and firmly |
| Recognizes and communicates potentially dangerous traffic situations and hazards in the environment | Vision, Hearing, Communicates verbally and in writing |

Physical Demand Description:

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| **Physical Demand** | **Description** | **Frequency** |
| Standing/Walking | Stands and walks on various surfaces including asphalt, concrete, uneven pavement, dirt, grass, uneven ground | Continuously |
| Lifting/Holding/Reaching | Lifts and holds STOP paddle at shoulder height  May reach to push buttons to activate “walk/don’t walk” traffic signal | Continuously |
| Turning/Twisting | Turns head and body to observe traffic and children approaching crosswalk | Continuously |
| Agility/Balance | Lifts both feet over curb and steps off curb  Walks on snow, ice, uneven pavement  Can react and move quickly to avoid vehicles | Continuously |
| Communicate verbally | Speaks clearly, and firmly to instruct child pedestrians and other pedestrians during crossing | Continuously |
| Communicate in writing | Writes sufficiently to report problems | Occasionally |
| Tolerance for weather extremes | Performs crossings in rain, fog, snow, sleet, cold, heat, humidity, and wind | Continuously |
| Vision | To observe vehicles and pedestrians, read signs, and recognize potentially dangerous traffic situations and environmental hazards such as potholes, ice, sidewalk obstructions | Continuously |
| Hearing | To recognize vehicles approaching from any direction, backup alarms, horns; to hear children and other pedestrians speaking in a potentially noisy, distracting environment | Continuously |

**Education, Training and Experience**

Required:

* Must have a High School Diploma or equivalent. **Or** Any combination of education and experience equivalent to graduation from high school.
* Must be 18 years of age or older.
* Must be a U.S. citizen and a New Jersey resident.
* Must successfully pass a thorough criminal history and background check.
* Valid Driver’s License may be required.

Training and equipment will be provided:

* Must successfully pass 2 hours of classroom training and 20 hours on the job training.
* Must successfully pass a six month probation period.

**Contact:**

For more information, please call at or email