

MIAMI-DADE COUNTY PUBLIC SCHOOLS

JOB DESCRIPTION

CLASS TITLE: School Monitor

JOB CODE: 8010/8004

DEPARTMENT: Schools

PAY GRADE: 7 (U1)

DATE: 02/20/01

BASIC OBJECTIVES

Under general direction from the school principal, he/she performs duties to monitor student activity in promoting and maintaining a safe learning environment and insures that appropriate standards of conduct are followed.

JOB TASKS/RESPONSIBILITIES

Visually observes student behavior during school hours, on school property. Reports serious disturbances to the school administration and resolves minor altercations. Physically patrols all school buildings, grounds, and determines reason for the presence of outsiders. Stops and questions all students not in class during class time. Monitors parking lots and student gathering areas (before, during and after school hours). Reports any safety or security problems to the administration. Performs any other duties set by the school principal or his/her designee.

PHYSICAL REQUIREMENTS

This is light work which requires the following physical activities: climbing, bending, stooping, twisting, reaching, standing, walking, grasping, talking, hearing and visual acuity. The worker is exposed to noise and the work is performed indoors and outdoors.

MINIMUM QUALIFICATION REQUIREMENTS

1. High school diploma or equivalent certification.
2. Applicant must be at least 21 years old and pass a Criminal History background check.

Prior revision date(s): 05/12/93, 02/03/94