

Thurmont Police Department  
Job Description

*School Crossing Guard*

Kind of Work:

This support position will direct vehicular and pedestrian traffic at school crossings during hours when children are going to and coming from school; direct actions of children at street intersections and other crossings to ensure their safety; observe and report to assigned supervisor all vehicles disregarding traffic signals or committing other traffic violations; escort children across the street as needed; and be attentive to other safety and law enforcement concerns. Supervision is received from the Deputy Chief of Police. Part-time position.

Examples of Work include but are not limited to:

- Supervise children as they cross intersections and streets at the assigned crossing area; see that children remain on the sidewalk until it is safe for them to cross the street.
- Report to supervisor all observed violations of the law; provide court testimony of these observations when needed.
- Report to supervisor all suspicious activity at or near the assigned crossing area and school, including persons loitering around the school or the crossing area.
- Report to supervisor any statements made by children with regard to adults who have offered them candy, money, rides, etc.
- Attend and successfully complete related trainings as required.
- Perform other duties as required.

Qualifications and Requirements:

- Minimum age 18 years
- U.S.A. citizenship
- High school graduation or the equivalent
- Preference may be given for experience working as a School Crossing Guard
- Ability to effectively and safely direct vehicular and pedestrian traffic at assigned crossing areas
- Ability to work cooperatively with school administrators and employees concerning child safety at school crossing areas
- Ability to develop and maintain effective, courteous working relationships with school staff, children and their family members, motorists and the general public
- Strong and effective spoken and written (English) communication skills in order to clearly communicate instructions/directions and complete and documentation related to job duties
- Physical requirements include the ability to stand and walk for extended periods of time, and to work outside in all weather conditions when school are in session

- Possession of a valid driver's license
- Ability to provide own transportation to assigned crossing area, scheduled trainings, etc.
- Ability and willingness to complete job-related trainings are assigned
- Available for some varied work hours to accommodate school schedule

Date: 7/2/08