Campus Supervisor
9.5 Months/Year

Definition
Under general supervision:
- To patrol a school campus and immediately adjacent areas for the purpose of discouraging improper behavior, maintaining plant security, monitoring visitor activities, and parking and traffic control; and
- To assist school administrators in the general supervision of student conduct; and to do other related work as required.

Example of Duties
- Patrols school campus and immediately adjacent facilities before, during and after school hours, preventing loitering and pilfering, discouraging improper behavior, and maintaining security of the school plant;
- Limits access to campus by non-student persons in conformance with guidelines developed by administrative staff;
- Reports any unusual or improper actions to appropriate personnel;
- Patrols school hallways and checks for appropriate passes;
- Maintains order during lunch periods and breaks, both in cafeteria and on school grounds;
- Checks bathrooms and P.,E. facilities;
- May supervise students on work detail; and
- May write reports and keep records.

Desirable Qualifications

Knowledge of:
- Student behavior and characteristics,
- Methods for controlling and motivating students, and
- General purposes and goals of public education.

Ability to:
- Communicate effectively with students and the public;
- Identify improper behavior and discourage vandalism, theft, and fights;
- Identify drug and alcohol related problems;
- Act quickly with mature judgment;
- Analyze situations and apply inductive and deductive reasoning;
- Understand, carry out and give oral and written directions; and
- Maintain cooperative working relationships with those contacted in the course of work.

Experience
A work history indicating reliability and familiarity with school age students.

Education
Equivalent to the completion of twelfth grade.