



NEW: 08/07/2019  
 Submitted: 08/06/2019

JOB TITLE:	MONITOR LUNCHROOM
DIVISION	ACADEMIC SCHOOL
SALARY SCHEDULE/GRADE:	IA, GRADE 3
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8094
BARGAINING UNIT:	CLAA

**SCOPE OF RESPONSIBILITIES**

Monitors students and assures proper conduct in the lunchroom.

**PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA**

- Organizes students into orderly lines for the purchase of food
- Organizes students for orderly disposal of food waste, trays and utensils
- Reports physical confrontations or incidences to appropriate personnel as needed; resolves minor problems as needed
- Monitors cleanliness of food service facilities; arranges furniture as required
- Ensures that health and safety rules are observed
- Assists with evacuation of pupils during fire drills
- Performs student supervisory duties as assigned
- Performs health services, if needed, for which training will be provided
- Completes all trainings and other compliance requirements as assigned and by the designated deadline
- Performs other duties as assigned by supervisor

**PHYSICAL DEMANDS**

Work is performed while standing or walking. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights.

**MINIMUM QUALIFICATIONS**

- High School Diploma or G.E.D.
- Knowledge of general rules of health and safety
- Relates well with children, with past experiences in groups (scouts, etc.)
- Works cooperatively with others
- Effective communication skills

**DESIRABLE QUALIFICATIONS**

Experience in a diverse workplace