



NEW:
07/12/2004

JOB TITLE:	LUNCHROOM MONITOR PART TIME PERMANENT
DIVISION	DISTRICTWIDE INSTRUCTIONAL PROGRAMS
SALARY SCHEDULE/GRADE:	1A, GRADE 3
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8095
BARGAINING UNIT:	CLAD

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

Duties may include performance of health services, for which training will be provided

Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

Work is performed while standing or walking. It requires the ability to communicate effectively using speech, vision, and hearing. 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

Possesses the ability to follow directions

Relates well with children, with past experiences in groups (scouts, etc.)

Works cooperatively with others

Effective communication skills

DESIRABLE QUALIFICATIONS