Worthington
CHRISTIAN SCHOOL

Lower School Student Supervision

Hired by: Lower School Principal
Evaluated: Annually
FLSA: Non-exempt

Reports to: Lower School Principal
Schedule: 10 months
Supervises: Students

Hours 7:00-9:15 am M-F - we are looking to add several members to our team to assist the lowers school staff with the following:

Professional Responsibilities (essential)

- Playground set-up and re-set
- Playground supervision
- Disinfecting playground toys (jump rope handles, balls, etc.), high touch surface around each building
- Minor first aid for skinned knees and the like, drop-off car line supervision
- Helping Susan/Suzanne sign-in tardy students
- Rainy day bus drop-off supervision
- Other misc. tasks as needed especially after school begins for the day

Professional Requirements

- High school diploma or GED
- Possess a genuine and positive interest in children and youth and demonstrate a willingness to work with all students
- Strong oral and written communication skills
- Willingness to secure first aid, CPR, or other training as requested

Physical Requirements

WORKING ENVIRONMENT	OCCASIONAL	FREQUENT	DAILY
Outdoor Duty			
Cold (50 deg. F or lower)		X	
Heat (90 deg. F or higher)	X		
Noise		X	
High stress	X		
Interruptions			X
Climbing stairs	X		
Standing/Sitting/Crawling			X
Walking/Running			X
Kneeling/Bending	X		X
Reaching over shoulder		X	
Pushing/Pulling		X	X

WORKING ENVIRONMENT	OCCASIONAL	FREQUENT	DAILY
MOVING HEAVY ITEMS			
Lifting/Lowering/Carrying			
Up to 20 lbs.	X		
Up to 50 lbs.	X		
More than 50 lbs.	X		
OPERATE MACHINERY			
Telephone/Fax	X		
Computer/Printer/Copier		X	X
OTHER REQUIREMENTS			
Summon emergency help	X		
Apply CPR/First aid	X		

This job description is subject to change and in no manner states or implies that these are the only duties and responsibilities to be performed by the employee.

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my position.

_____ _____

Print Name Date

_____

Signature