

## SCHOOL MONITOR

**DISTINGUISHING FEATURES OF THE CLASS:** An employee in this class assists teachers and other professional staff by performing assigned routine tasks which includes the supervision and care of children. Since there are definite limits on the type and complexity of assignments, the class of School Monitor differs in that respect from Teacher Aide which usually involves duties of greater difficulty generally requiring specific skills or abilities. Supervision is received from the individual(s) assigning the task. Work is reviewed by observation. Supervision over the work of others is not a function of this class. Does related work as required.

**TYPICAL WORK ACTIVITIES:** The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Assists teachers in supervising recreation, lunch periods, study halls, etc.;

Guides children safely across streets and intersections;

Maintains order and oversees students in classrooms, corridors, gymnasiums, locker rooms and on premises before, during and after school;

Maintains order among children embarking, riding and disembarking buses;

Issues athletic supplies and equipment;

Helps children in lower grades with wearing apparel;

May attend to the special needs of physically handicapped students;

May perform simple clerical duties under close supervision;

May render elementary first aid treatment;

May assist in the cafeteria by selling ice cream, cleaning tables, etc.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good general intelligence; ability to get along well with children and command their respect; some knowledge of first aid methods; neat personal appearance; familiarity with classroom routine; good powers of observation; tact and courtesy; good judgment; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** None.

ULSTER COUNTY  
5780 SCH MON  
Classification: Non-Competitive  
OA

Adopted: March 26, 1971  
Revised: December 3, 1979  
Revised: April 23, 1980  
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