

THE CORPORATION OF THE TOWNSHIP OF MADAWASKA VALLEY
Job Description

Position Title: Crossing Guard
Department: Parks & Recreation

Purpose of Position: To safely provide direction to all school-aged children and other pedestrians that require assistance while crossing a high traffic area.

MAJOR RESPONSIBILITIES

- 1. Program/Service**
 - 1.1 Ensuring the safe movement of students and pedestrians across roadways and intersections. Must observe traffic gaps and guide students and/or pedestrians safely through busy streets.
 - 1.2 Effective communication and customer service skills are essential for interacting with the public, including students, residents, and school officials.
 - 1.3 Must use hand signals, signs or flags to alert drivers and pedestrians.
 - 1.4 Report unsafe conditions, incidents or violations to your supervisor.
 - 1.5 The ability to handle emergencies and provide first aid or CPR if needed.
 - 1.6 Other duties as assigned.

WORKING CONDITIONS

- 2. Environment**
 - 2.1 Primarily outdoors, regardless of weather conditions, including extreme temperatures, rain, snow and wind.
 - 2.2 Able to handle moderate exposure to noise, dust, and traffic hazards.
 - 2.3 Work hours are typically aligned with start and end times of school; one hour in the morning and one hour in the afternoon.
 - 2.4 Similar to other public sector positions, the incumbent, from time to time, is required to deal with members of the public who may become angry and agitated.
- 3. Material Resources**
 - 3.1 You must wear high-visibility vest/clothing and safety equipment.
 - 3.2 You must use stop sign while controlling traffic.

SKILL AND EFFORT

- 4. Qualifications**
 - 4.1 Ability to understand and execute oral and written instructions.
 - 4.2 Required to attend training sessions and complete online training.
 - 4.3 Proven ability to work with minimal supervision.
 - 4.4 Physical ability to perform the assigned duties.
- 5. Physical Effort and Skill**
 - 6.1 Able to meet the physical conditions, with the ability to stand and walk for a long period of time, in any weather condition.

Employee Signature

Supervisor