



## **CROSSING GUARD**

School District No.62 (Sooke) requires a Crossing Guard for Wishart Elementary, 7.5 hours per week, 45 minutes in the morning (8:00 – 8:45 am) and afternoon (2:15 – 3:00 pm) each day. This is a school district paid position. The hourly rate of pay is \$24.05.

Please see job description attached.

For more information about our District, please refer to our website at [www.sd62.bc.ca](http://www.sd62.bc.ca).

Qualified individuals are invited to submit their cover letter and resume, including the names and telephone numbers of at least two references to:

Dawn Israel  
Human Resources Consultant  
School District No.62 (Sooke)  
3143 Jacklin Road  
Victoria, BC V9B 5R1  
[dpisrael@sd62.bc.ca](mailto:dpisrael@sd62.bc.ca)

We thank all applicants for their interest, however, only those candidates selected for further consideration will be contacted.

**TITLE:**                    **CROSSING GUARD**

**QUALIFICATIONS:**

1.     Completion of Grade 10 plus up to one month experience.
2.     Patience with, and care for, students and a demonstrated aptitude for the work to be performed.
3.     An ability to work well with other adults.
4.     A desire to help children.
5.     Self-assurance and a well modulated voice with the ability to speak fluently and communicate well.
6.     Appreciation of the confidential nature of all information relating to students, parents and teachers.
7.     Willing to complete Adult School Crossing Guard Workshop.

**RESPONSIBLE TO:**        Administrative Officer

**SUPERVISES:**            N/A

**JOB GOAL:**                To assist in providing a well organized, supervised school environment.

**PERFORMANCE RESPONSIBILITIES:**

1.     Ensure student safety at school crosswalks.
2.     Monitors students before, during or after school.
3.     Completes discipline reports.
4.     Dispenses first aid supplies (e.g., band aids, ice packs)
5.     Reports traffic violations.
6.     Performs other assigned duties that are within the area of knowledge and skills required by the job description.

**TERMS OF EMPLOYMENT:**    Ten months.