



JOB TITLE: Lunch/Recess Monitor

DEFINITION

The Lunch/Recess Monitor, in collaboration with school staff, supervises a large group of students in the cafeteria and/or on the playground. The Monitor works within the school system's behavioral policies to maintain cafeteria and playground standards that ensure a safe, orderly, and nurturing environment. The Monitor works under the general supervision of the school administrator or designee. Performance is evaluated periodically.

ESSENTIAL JOB DUTIES

- Monitors the safety of students in a proactive way in the cafeteria, on the playground and when students are using play equipment
- Communicates respectfully, appropriately and effectively with students and staff
- Manages student movement in and out of the cafeteria, on and off the playground, and through the halls
- Monitors students upon arrival and departure in the cafeteria and playground
- Supervises lunch line
- Assists students during lunch
- Ensures student responsibility for clean-up and orderliness
- Strictly adheres to time frame of cafeteria/recess schedule as established by the school
- Sets tone and example for appropriate table manners including appropriate voice, tone and volume
- Meets with administration and members of the cafeteria/recess committee to receive and provide feedback and suggestions
- Implements incentive programs developed by cafeteria/recess committee
- Attends pre and in-service training sessions on large group management
- Knowledge of rules, procedures and standards of the school and school system to ensure safety and order
- Stands for long periods of time and endure extreme temperatures
- Performs other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Ability to interact and communicate effectively with students and staff in a respectful, efficient, effective and cooperative manner
- Ability to respect individual diversity and special needs of children
- Ability to use a proactive approach to problem-solving (problem-anticipation)
- Ability to become familiar with safe use of playground equipment and rules for playground games
- Ability to provide extra and personal attention to students on an individual basis
- Ability to manage large groups of children
- Ability to maintain composure under trying circumstances
- Ability to manage and assist groups of children including pushing equipment, constant walking and standing, etc.

MINIMUM EDUCATION, TRAINING AND EXPERIENCE

High school diploma or equivalent (GED).

ADDITIONAL DESIRED QUALIFICATIONS

An eagerness to work with children of all ages
Experience working with children.