

LIBERTY UNION HIGH SCHOOL DISTRICT
CAMPUS SUPERVISOR

DEFINITION

Under the supervision of the site administrator, assists in the general supervision of high school students and/or activities; to provide assistance for the safety and welfare of students; and to do related work as required by the school administration.

EXAMPLES OF DUTIES

Assists with general campus supervision before school, and during class periods, passing periods, lunch periods, and after school; assists with supervision of spectators at school athletic activities, and other extracurricular activities as assigned; assists in bus loading/unloading supervision; communicates with bus driver if there is a student situation that needs monitoring; reports deviations of student conduct and infractions according to the rules and procedures prescribed by the school administration; communicates clearly and positively to students; and other related duties as assigned. The Campus Supervisor assigned to Alternative Education will basically have the same duties during night school classes, i.e., providing general campus supervision, assistance to staff members, unlocking doors when necessary, etc.

QUALIFICATIONS

Knowledge of:

- Student behavior and characteristics;
- Controlling and motivating students;
- Maintain confidentiality on and off campus especially around students;
- Effective communication, oral and written;
- General purposes and educational goals of the district;
- General regulations relating to behavior or students' rights and responsibilities;
- Routine record keeping practices.

Ability to:

- Assume responsibility for supervising students;
- Demonstrate good judgement in dealing with students;
- Build positive and cooperative relationships with students;
- Be courteous to staff and parents, keeping a positive environment;
- Understand and carry out oral and written instruction;
- Maintain cooperative and effective relations with students, faculty, and the general public.

Experience:

- Some prior experience in dealing with students.

Education:

- Should possess at least a high school diploma, but recommend two years of college supplemented with courses in psychology/guidance or some closely related field and a demonstrated interest in pursuing a career in public education.

License Requirements:

- A valid California driver's license;
- CPR and First Aid training.

Approval by:
LUHSD Governing Board of Trustees
08/10/2016

CLASSIFIED SALARY SCHEDULE
RANGE: 39