

# AMADOR COUNTY UNIFIED SCHOOL DISTRICT

## CAMPUS SUPERVISOR

### Definition

Under general supervision, to patrol and check campus and immediately surrounding areas to maintain order and provide security; to oversee and monitor student conduct and behavior, and to do other related work as may be required.

### Essential Job Duties

1. Perform routine surveillance of school grounds, buildings, perimeters and other areas frequented by students.
2. Respond to, enforce and prevent violations of school rules, policies and regulations on school grounds and areas surrounding the campus.
3. Monitors the perimeter of the campus to encourage students' consideration of private property near the campus and to discourage non-students from loitering or entering the campus.
4. Develops rapport with students.
5. Uses positive reinforcement strategies and other appropriate techniques to assist students in the development of appropriate behavior and appreciation of human diversity.
6. Reports violations of school rules or illegal actions to administration.
7. Maintains order, security and control of the campus and parking areas.
8. Encourages a clean campus environment.
9. Uses good judgement regarding appropriate action to assist an injured or physically ill student.
10. Attends and assists in the supervision of students during school-related activities such as athletic events, assemblies, dances and graduation as needed.
11. May go to other campuses to assist with problems involving students.

### Knowledge and Abilities

#### Knowledge of:

School rules, policies and regulations; adolescent behavior; conflict resolution techniques; rules and regulations regarding campus control, security and appropriate student behavior; record keeping techniques; safe control monitoring methods and procedures; interpersonal skills using tact, patience and courtesy; interviewing methods and techniques.

#### Skill and Ability to:

Observe a group of individuals and anticipate behavior; enforce campus security, control, rules and regulations; maintain a positive attitude toward students; maintain composure under stressful situations; perform effectively and assertively in situations requiring tact, diplomacy and good judgement; communicate effectively in oral and written form; understand and carry out oral and written directions; establish and maintain cooperative working relationships; effectively analyze sensitive situations, identify programs and develop and implement constructive solutions; learn, interpret, apply and explain legal requirements and processes related to assignment.

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## License and Certification

Possess current Red Cross First Aid and Adult CPR certification.  
Possession of valid California driver's license.

## Education

Equivalent to the completion of the twelfth grade.

## Experience

Minimum one year of experience working with youth in an organized setting is preferred.

## Physical Requirements and Working Conditions

This position requires the prospective employee to pass a pre-employment physical.

1. Require the mobility to stand, stoop, reach and bend. Require mobility of arms to reach and dexterity of hands to grasp and manipulate small objects.
2. Require the ability to stand for long periods.
3. Require the ability to walk long distances.
4. Is subject to inside and outside environmental conditions.

## Physical Requirements

1. Employee lifts/carries 150 pounds occasionally (less than 33% of the time).
2. Employee lifts/carries 20 pounds frequently (34-66% of the time).
3. Employee lifts/carries 5 pounds constantly (67-100% of the time).
4. Employee's position requires pushing a maximum force of 70 pounds on objects.
5. Employee's position requires pulling a maximum force of 80 pounds on objects.

## Salary

Range 14 of the ACUSD Classified Salary Schedule, 180 days.