

**JOB DESCRIPTION  
SUBSTITUTE PLAYGROUND AIDE**

**QUALIFICATIONS:**

1. Demonstrate successful experience working with students.
2. Evidence of ability to be firm but kind, caring but consistent, patient and vigilant.
3. Evidence of ability to accept direction from supervising teacher(s) and work as a team member with other professionals.
4. Evidence of ability to write observational data, maintain a log.
5. Evidence of ability to be resourceful and try options within the plan laid out with the teacher; act independently within the scope of the program to assist students in maintaining appropriate behaviors and achieving skills.
6. Proven record of interpersonal skills with students and coworkers.
7. Proven record of good organizational skills, punctuality and responsibility.
8. Evidence of understanding of and willingness to abide by confidentiality policy and practice of the district.
9. Other qualities as deemed appropriate.

**PERFORMANCE RESPONSIBILITIES:**

1. Perform duties as assigned.
2. Ability to maintain an effective and positive playground environment.
3. Ability to manage student behavior and implement appropriate classroom management procedures
4. Provide for personal and social growth of students.
5. Maintain professional competence through in-service education provided by the district, and/or self-selected professional growth activities.

**IMMEDIATE SUPERVISOR:** Building Principals. In addition, a Playground Aide, as are all district employees, is under the general supervision of the District Superintendent.

**WORK ENVIRONMENT:** While performing the duties of this job the employee regularly works outside in various temperature extremes and weather conditions including frequent sun exposure and some pollen and dust exposure. The job duties of this position are occasionally performed indoors.

The employee must be able to meet deadlines with severe time constraints.

The noise level in the work environment is frequently loud.

**PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is frequently required to walk for long periods of time, stand, reach, twist at neck, and bend at waist. Specific vision abilities required by this job include close vision, distance vision, depth perception, and the ability to adjust focus. The employee is required to be able talk and to hear conversations.

**MENTAL/MOTOR DEMANDS:**

While performing the duties of this job, the employee frequently exercises flexibility (ability to shift from one task to another). The employee frequently works within time constraints and maintains attentiveness intensity. The employee is frequently involved in social interactions which require oral communications, and occasionally written communications.

*The physical demands, work-environment characteristics, and mental/motor demands described within this job description are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*