

STUDY HALL/CAMPUS SUPERVISOR

CLASSIFICATION: Classified position.

JOB SUMMARY: Under the direction of an Assistant Principal, supervises groups of students assigned to study halls, and provides general campus supervision to students.

ESSENTIAL DUTIES:

- Enforce all school rules and district regulations.
- Supervise study halls.
- Monitor restrooms.
- Control student use of parking lots.
- Call for school officials as needed to assist in performance of duties.
- Check students on campus for proper use of passes.

OTHER DUTIES:

- Record attendance in study halls.
- Check on-campus visitors to help provide proper directions
- Other duties as assigned by school administration related to supervision of students on the campus.

EMPLOYMENT STANDARDS:

Training and Experience: Knowledge of campus rules and regulations regarding student behavior. Knowledge of methods of dealing with students.

Abilities: Ability to move quickly from one area of the campus to another.

Physical Effort/Working Environment: Constant standing and walking throughout campus, both indoor and outdoors. Requires supervision of campus during inclement weather.

Education: Completion of high school or equivalent.

West Sonoma County Union High School District
Classified Salary Schedule - Range 17
Work Year: 180 days
Approved: January 1, 1988
Revised: 1996-97;