



SCHOOL DISTRICT OF THE CITY OF YORK, PENNSYLVANIA
Office of Human Resources

November 16, 2018

Full Time Hall Monitor
Location: To Be Determined
Grade 2, 7.5 Hours per Day
Salary \$11.99 - \$22.74 per Hour

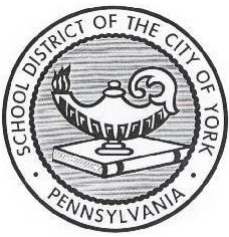
Job Requirements:

1. Must be a high school graduate.
2. Strong organizational skills, both written and verbal.
3. Must have the ability to effectively solve problems in a professional manner.
4. Ability to interact with families in a manner that demonstrates respect and dignity.
5. Act 34 Clearance, Act 151 Clearance, FBI Clearance, and Drug Screening (self-paid).
6. Act 71 Certification and Act 126 Certification.
7. CPR, First Aide Training.
8. Trained in de-escalation skills and passive restraint.
9. Letter of Interest, Resume and Application.

Performance Responsibilities:

1. Patrols district buildings and grounds to prevent fire, theft, vandalism and illegal entry.
2. Patrols school grounds to detect unauthorized persons or vehicles.
3. Assist in maintaining proper student behavior in rest rooms, hallways, café, school grounds, school events and all other areas as assigned.
4. Monitoring the hallways for proper identification (i.e. hall passes for students, visitor passes for outsiders).
5. Retrieving students from various classes as requested by staff (i.e. detention, discipline referrals).
6. Possible removal of students from property as requested.
7. Assist in maintaining general maintenance of the building, by reporting damage, and by removing debris within assigned areas.
8. Serve in various capacities at special events as directed by staff.
9. Assist students with upholding rules and regulations consistent with the goals and objectives of the building to which you are assigned.
10. Assist administrators, staff and police in reporting incidents, by identifying students and/or adults involved in activities, which may be illegal or harmful to students, staff or others.
11. Conduct orientation tours for new students.
12. Maintain a daily log (i.e. classroom pick ups, incident reports, etc.)
13. Attend appropriate training as offered (i.e. passive restraints, CPR, conflict resolution).
14. Maintain lunches for the Internal Suspension Room and Holding Room.
15. Possible physical intervention in student altercations.
16. Coverage for Internal Suspension Room and Holding Room as needed.
17. Wear District approved security shirt on a daily basis.
18. Carry communication device and respond to all calls in a timely fashion.
19. Various other duties as assigned by Supervisor.

The Human Resources Office must receive a written statement of interest in this position by all interested applicants.



SCHOOL DISTRICT OF THE CITY OF YORK, PENNSYLVANIA
Office of Human Resources

Non-Discriminatory Policy

The School District of the City of York does not discriminate on the basis of race, color, religious creed, ancestry, age, familial status, sex, national origin, sexual orientation, or disability. The policy of equal opportunity and treatment applies to every aspect of School District operations and activities, including admissions and employment practices.

This policy shall be made known to all persons and organizations associated with the School District of the City of York, to all Educational Placement Services, the Pennsylvania Bureau of Employment Security and all recruiting sources.

Any student, parent, employee, or citizen who feels that they have been denied because of race, color, religious creed, ancestry, age, familial status, sex, national origin, sexual orientation, or disability fair treatment or access of equal opportunity in any aspect of School District operations or activities should contact the Title IX compliance Coordinator, Robert Bernhard or ADA and Section 504 Coordinator, Dr. Linda Brown, Administration Building, P.O. Box 1927, York, PA 17405, phone number (717) 845-3571.

The School District is an "Equal Opportunity Employer."