Job Title: Bus Monitor

Wage/Hour Status: Non-Exempt

Reports to: Director, Transportation

Date Revised: June 2023

Length of Assignment: 178 days

Primary Purpose:

Assist in the safe and efficient transportation of eligible students.

Qualifications:

Education/Certification:
None required

Special Knowledge/Skills:
Ability to follow verbal instructions
Ability to operate safety equipment and adaptive equipment
Ability to work well with children with disabilities

Experience:
None required

Major Responsibilities and Duties

1. Assist in loading and unloading of students with disabilities according to their individual needs.
2. Maintain discipline and report student discipline problems to the appropriate administrator.
3. Assume responsibility for learning and adapting to each students special medical, physical, communicative, and emotional needs.
4. Communicate with teachers and parents on a daily basis about student behavior while on the bus.
5. Maintain safety precautions when students are boarding and departing the bus.
6. Other duties as assigned.

Equipment Used:

Uses wheelchair lifts, ramps, seatbelts and locks.

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:
Maintain emotional control under stress; ability to maintain effective control over groups of students; ability to communicate effectively. Frequent walking, stooping, bending, kneeling, pushing and pulling; moderate lifting and carrying. Work outside and inside; work around machinery with moving parts and vehicles; moderate exposure to extreme temperatures (hot) and vehicle fumes.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved by _____ Date _____

Reviewed by _____ Date _____