



Our Children, Our Schools, Our Future!

Jurupa Unified School District

ACTIVITY SUPERVISOR

DEFINITION

Under general supervision to supervise and control the behavior of children on elementary and middle school campuses; to enforce school rules and regulations; and to do related work as required. At the elementary schools, Activity Supervisors may perform the following duties: record student meals by keeping tallies, taking numbers, taking money, and making change.

ESSENTIAL JOB FUNCTIONS

- Supervises students in the cafeterias, at the lunch areas, on the playgrounds, and in the bus unloading areas.
- Reports behavior problems.
- Encourages and promotes courtesy among the students.
- Observes and promotes the use of safety rules.

OTHER JOB FUNCTIONS

- Performs other related duties as assigned.

DESIRABLE QUALIFICATIONS

Knowledge of:

First Aid;
Safety practices.

Ability to:

Read, understand and follow oral and written instructions;
Establish and maintain effective working relationships with students, staff and parents.
Make accurate observations from a distance;
Communicate effectively;
Stoop, kneel, bend, and walk (at times over uneven ground, or at a highly accelerated pace);
Stand and/or walk for sustained periods of time;
Climb slopes, stairs, steps and ramps;
May lift and carry light to medium-weight objects;
Intervene in physical confrontations when the students' well-being and safety are at risk;
Effectively perform intervention procedures to prevent fights and other altercations;
Deal with hostile, emotional, ill or angry persons in an effective manner;
Assist ill students to a specific location or onto a stretcher, wheelchair or into a vehicle;
Work in a wide variety of weather conditions;
Maintain regular, steady attendance.

Experience:

Some work involving contact with children.

ACTIVITY SUPERVISOR

Education:

Completion of the eighth grade.

Personal Qualities:

Sound judgment; patience; willingness to perform job tasks; reliable; and dependable.

Jurupa Unified School District is an equal opportunity agency and does not discriminate against employees, job applicants, students, parents or community on the basis of actual or perceived race, color, national origin, ancestry, religious creed, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sexual orientation, or any other basis protected by law.