

Village of Allouez

POSITION DESCRIPTION



JOB TITLE	School Crossing Guard		
REPORTS TO	Director of Planning and Community Development	UPDATED	June 2025
FLSA STATUS	Non-Exempt	TYPE	Seasonal

JOB PURPOSE

The School Crossing Guard is responsible for ensuring the safety of children and pedestrians while crossing streets, particularly near schools during peak traffic times. They direct traffic, control pedestrian flow, and communicate safety guidelines to both drivers and pedestrians.

DUTIES AND RESPONSIBILITIES

The following duties are representative of the work required for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Stop traffic and assist children and pedestrians at designated school crossings to safely cross the street.
- Maintain a professional demeanor and be courteous to the children and drivers.
- Report unsafe conditions, behaviors and incidents promptly.
- Assist other crossing guards as required.

QUALIFICATIONS

- High school diploma or equivalent preferred.
- Regular and consistent attendance is essential.

SKILLS AND ABILITIES

- Knowledge of traffic laws concerning pedestrians and vehicular movement.
- Able to develop positive relationships with students, school faculty and other pedestrians.
- Remain attentive and alert while on duty.
- Able to work in varied weather conditions.
- Capable of working in and around busy traffic environments.
- Fit to stand for approximately 2 hours daily.
- Able to recognize potential hazards and safely direct children.