



STUDENT SUPERVISOR

JOB DESCRIPTION | JUNE 2024

NATURE AND SCOPE OF WORK

Reporting to the School Administrator, the Student Supervisor will be required to supervise students within the school building and on the school grounds as required. Student Supervisors build trust and respect with students while modeling and reinforcing proper behaviour and adherence to safety rules. This position is one hour each day when schools are in session (five hours per week).

SPECIFIC RESPONSIBILITIES

- Ensuring a safe environment for all students within the school building and/or on the school grounds.
- Handle minor first-aid cases as required.
- Report incidents and complete required incident reports or safety concerns when required.
- Directly supervise students during lunch breaks.
- Performs other related duties as required.

QUALIFICATIONS (Required Knowledge, Skills and Abilities)

- Six months previous experience in working with children such as volunteering or parenting.
- Demonstrated ability and experience in working with children and/or adolescents.
- Excellent communication and interpersonal skills.
- Conflict resolution or non-violent crisis intervention training are assets.
- Knowledge of basic first aid is an asset.
- This position requires that you are physically able to work outdoors in all weather conditions and can stand/walk around for the duration of the shift.
- Ability to build successful relationships, influence behaviour, and avert or resolve conflict.

REQUIRED LICENSES, CERTIFICATES AND REGISTRATIONS

- Level 1 First Aid certification is an asset.
- A clear Criminal Record Check to be updated every five years.

RELATIONSHIPS

- Works collaboratively with classroom teachers, the School Administrator, and other members of the school community.

REPORTING STRUCTURE

- Reports to School Administration.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT

- This position requires that you are physically able to work outdoors in all weather conditions and can stand/walk around for the duration of the shift.
- SD 72 actively manages health and safety for the organization and takes all reasonable steps to protect workers from harm including offering de-escalation training to staff. Due to challenging behaviours presented by some of our complex learners, incumbents may be exposed to physical incidents involving students (e.g.: biting, hitting, kicking, spitting), and bodily fluids.

THE FOLLOWING COMMITMENTS ARE ESSENTIAL TO ALL POSITIONS WITHIN CAMPBELL RIVER SCHOOL DISTRICT

- Commitment and adherence to workplace policies, procedures and practices.
- Commitment to standards of conduct, including behaving in a manner that is: respectful, professional, team-oriented, collegial, collaborative, ethical, honest, and trustworthy.
- Commitment to understand and implement the Truth and Reconciliation Calls to Action and the Declaration on the Rights of Indigenous Peoples Act.

CLASSIFICATION

- This position's classification is Student Supervisor and has a pay rate in accordance with Schedule B of The Canadian Union of Public Employees – Local 723 Collective Agreement.