

TITLE: **LUNCHROOM MONITOR (Paraprofessional)** FLSA: Non-Exempt

QUALIFICATIONS:

1. High School Diploma or GED.
2. Must be able to relate well with children of all ages.
3. Such additional or alternative qualifications to the above as the Board may find appropriate and acceptable.

REPORT TO: Principal or Assigned Supervisor

<u>JOB GOAL:</u> To maintain order and assist with cleanliness of cafeteria.

PERFORMANCE RESPONSIBILITIES: * Essential Performance Responsibilities

- * 1. Communicates with students and school staff in a positive and professional manner utilizing appropriate customer service and interpersonal skills.
- * 2. Responsible for monitoring student behavior during meal service.
- * 3. Assists with the cleanliness of the cafeteria and recycling.
- * 4. Dismisses classes in an orderly manner at the scheduled time.
- * 5. Encourages good table manners for students.
- * 6. Circulates throughout the cafeteria assisting students.
- * 7. Follows proper food safety and sanitation procedures for food service.
- * 8. Performs other duties as assigned.

PHYSICAL REQUIREMENTS:

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

While performing the duties of this job, the employee is regularly required to sit; use hands to manipulate objects, tools, or controls; reach with hands and arms; and talk and hear.

The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

Noise level in the work environment is usually moderate.

TERMS OF EMPLOYMENT: Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the Board.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluations of personnel.