

Texas City Independent School District  
P.O. Box 1150 Texas City, Texas 77592

Human Resources  
(409) 916-0107

**Crossing Guard**  
Job Description  
December 2016

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**Reports to:** Director of Safety and Security

**Wage/Hour Status:** Nonexempt

**Primary Purpose:**

Work under minimal supervision to assist children and others to safely cross the street at assigned intersections during designated hours.

**Qualifications:**

**Special Knowledge/Skills:**

Basic knowledge of traffic safety regulations

Ability to identify and respond quickly to traffic safety hazards

Ability to communicate instructions effectively to both children and adults

Ability to read, understand, and follow written instructions

**Experience:**

None

**Major Responsibilities and Duties:**

1. Assist children and other community members to safely cross the street at assigned intersections during designated hours.
2. Identify potential traffic safety hazards and respond quickly to protect children and avoid incidents.
3. Ensure a smooth and expedient flow of both vehicular and foot traffic.
4. Follow and uphold district safety requirements and report traffic violations and student misconduct in accordance with district procedures.
5. Communicate safety and traffic rules to students and parents as needed.
6. Correct unsafe conditions when possible and report any conditions that are not correctable to supervisor as soon as practicable.

**Supervisory Responsibilities:**

None

**Mental Demands/Physical Demands/Environmental Factors:**

**Tools/Equipment Used:** Handheld traffic signs, traffic cones, reflective safety attire

**Posture:** Prolonged standing

**Motion:** Constant walking, grasping/squeezing, wrist flexion/extension, reaching

**Lifting:** Light lifting (under 15 pounds)

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**Environment:** Work outside (prolonged exposure to extreme temperatures, sunlight, and humidity); constant exposure to noise and vehicle exhaust; work around moving vehicles and on slippery and uneven surfaces

**Mental Demands:** Maintain emotional control under pressure; work with frequent interruption; may work alone

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This document describes the general purpose and responsibilities assigned to this job and [is](#) not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

Received by \_\_\_\_\_ Date \_\_\_\_\_