



# POSITION VACANCY

<b>Call Number:</b>	<b>2018 - 39</b>
<b>Position:</b>	<b>School Crossing Guard</b>
<b>Type of Vacancy:</b>	Temporary Part-Time
<b>Work Schedule (hours &amp; days):</b>	September to June Monday to Friday (school days) (up to three (3) hours per day depending on location)
<b>Hourly Rate:</b>	\$14.00 to \$15.40 per hour
<b>Date Posted:</b>	July 11, 2018
<b>Closing Date:</b>	<b>December 31, 2018 (ongoing acceptance)</b>

## NOW HIRING FOR FALL 2018 - Part-Time School Crossing Guards

What is better than working up to three hours a day while enjoying the fresh air and being physically active? And doing those things while making a difference in your community!

If this sounds appealing to you, please view the job description below!

### **Position Description:**

Part-time Crossing Guards play an important role keeping children safe on their way to and from school. The ideal candidates are responsible, safety-driven, community-minded individuals who will maintain positive public relations for the City and credible representation of the School Crossing Guard program.

### **Work locations:**

Locations and work times for guards are based on operational needs and associated warrants. Please visit the City's website for a current listing of locations: <https://niagarafalls.ca/city-hall/transportation-services/school-crossing-guards.aspx>

### **Hours of work:**

**Up to three (3) hours per day, based on assigned location**

- **Morning:** Primary morning hours are between **7:45AM – 9:30AM**, depending on location (1 hour)
- **Mid-Day:** Primary mid-day hours are between **11:15AM – 2:00PM**, depending on location (1 hour)
- **Afternoon:** Primary afternoon hours are between **2:45PM – 4:15PM**, depending on location (1 hour)

### **Accountabilities:**

- Control the flow of traffic to allow for the safe, supervised crossing of students and pedestrians.
- Communicate clearly and effectively using spoken commands and hand signals.
- Instruct students and other pedestrians in safe crossing procedures.
- Exercise sound judgment in determining safe opportunities to cross students and pedestrians, based on weather conditions, road conditions, distance and speed of traffic, gaps in traffic and distracted driving.
- Position requires the ability to manage risk and to limit the potential for liability to the municipality.
- Oversee the safe conduct of students at assigned school crossing while waiting to cross and reports concerns of unsafe behaviour to either the school or to the School Crossing Guard Coordinator.
- Document and report incidents to Coordinator, including reporting vehicles which have failed to obey stop requests.
- Reports site safety conditions at designated school crossing location to Coordinator.
- Responsible for applying salt/sand mixture, by hand, to areas of road/sidewalk adjacent to crosswalk during winter months, as necessary.
- Abide by the Highway Traffic Act – as applicable to School Crossing Guards, as well as municipal policies and procedures pertaining to the position with the City.

### **Physical Requirements:**

- Good Vision - must be able to see vehicles, different colours (stop lights), children and signal indications from close and far distances.
- Good Hearing - must be able to communicate with children, motorists, parents and hear vehicles approaching, honking, etc.
- General Alertness - ability to assess vehicles stopping, anticipate children's and motorists actions.
- Sure Footing - Able to walk on snow, slippery conditions caused by ice and rain, inclement weather e.g. cold, hot, etc.
- Walking speed of .9m/sec for approximately a 6m distance.
- Holding arm up at shoulder height and bending elbow, extending arm above head, holding stop sign (approximately 2 lbs) for 1 minute intermittently for a 45 minute period.
- Able to stand for approximately 2 hour duration in all weather conditions.
- As the nature of this position is to ensure the safety of children and pedestrians, Crossing Guards may need to be reassessed from time to time to ensure they are fit to perform the necessary duties.
- Access to reliable transportation to get to the work site.

### **Conditions of Employment:**

- A successful pre-employment medical examination by the City's doctor must be completed.
- An appointment to the position is conditional on receiving an acceptable Police Vulnerable Sector Check.

**Educational Requirements:**

- Minimum High School Diploma.
- Knowledge of Highway Traffic Act (as applicable to School Crossing Guards).

**Experience:**

- Demonstrated ability to give clear concise instructions to all age groups.
- Excellent customer service skills.

Questions about the School Crossing Guard position may be directed to Julie Ellis at 905-356-7521 ext. 5212 or [jellis@niagarafalls.ca](mailto:jellis@niagarafalls.ca)

**TO APPLY:**

Interested candidates must complete the School Crossing Guard Application Form (available at [www.niagarafalls.ca](http://www.niagarafalls.ca), select the 'Careers and Employment' icon); submissions will not be considered without this document. A paper copy of the form is available by request.

Completed application forms are to be submitted via the City website; alternatively applications may be delivered in-person or mailed to:

City of Niagara Falls  
Transportation Services  
8208 Heartland Forest Road  
Niagara Falls, ON L2H 0L7

Attention: Julie Ellis, School Crossing Guard Coordinator

Applications will be kept on file and eligible candidates contacted as opportunities for School Crossing Guards arise.

*The City of Niagara Falls is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. Upon request, the City will accommodate the accessibility needs of applicants under the Ontario Human Rights Code and Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment, selection, and interview process. Personal information is collected under the authority of The Municipal Act and will only be used to determine suitability for this position. We thank all applicants for their interest, but only those advancing through the selection process will be contacted.*