

Tri-County Area School District
Plainfield WI. 54966

JOB DESCRIPTION

JD CC 209
Updated: July 2009

Position Title: **Crowd Control**

Qualifications.

- Ability to relate to students
- Ability to work with others
- Ability to follow school policies, procedures and rules.
- Ability to accept constructive criticism.

Position Function:

To supervise, direct and assist students and adults at various school sponsored events or activities to ensure that a safe, inviting and educational environment is maintained.

Specific Responsibilities:

- Directly responsible for the safety and well being of all students and adults while they are on the premises.
- Demonstrate a high degree of visibility while students and adults are present.
- Know the whereabouts of the students and adults at all times.
- Approve all leaving and coming of students.
- Work with the building principal to ensure procedural matters are properly implemented.
- Dismiss from the premises any student or adult in violation of school rules and procedures.
- Report any injuries to school officials and file an injury report to the building principal.
- Report any behavior problems to the building principal.
- Secure a list of the students and adults eligible and ineligible to attend an event from the building principal and adhere to the eligibility of the list provided.
- Confer with the building principal prior to the event of any special or unique situation that may have been established.
- Prevent loitering of students in the halls, lobby and immediately outside the school building or athletic field during and after an event.
- Be present one half hour before the first spectator students and adults are to arrive for an event.
- Confer with the building principal after the event is completed about any matters related to the activity or event.
- Make sure all students and visitors have left the premises before leaving the building.

Evaluation: Performance of this job will be evaluated with provisions of the Board's policy on evaluation. Evaluation will be by the Athletic Director