

Chenango Valley Central School District

September 16, 2024

**Vacancy Notice**

**Opening:** School Safety Monitor – Middle School/High School campus

**Qualifications:** Job description is attached.

**Application Requirements:**

1. Interested candidates that are not currently on the Broome County list of eligibles for this title must contact Broome County to register to take the next available exam. Depending upon the scheduled testing date, a qualified candidate will be hired provisionally until they pass the exam and are reachable on the list for this title. In order to be hired provisionally, applicant must have completed three years' of experience working in a school setting or have completed a minimum of 60 credit hours in college or university and one year of experience working in a school setting.
2. Complete the Support Staff Application located on the CV website.  
[https://www.cvcasd.stier.org/Downloads/Support%20Staff%20Application%202019\\_.pdf](https://www.cvcasd.stier.org/Downloads/Support%20Staff%20Application%202019_.pdf)

**Salary:** Per Chenango Valley Support Staff Association Contract

**Apply to:** Elizabeth Donahue via **Beth Ehrensbeck at behrensbeck@cvcasd.stier.org**

**EOE**

## SCHOOL SAFETY MONITOR

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**Department:** Building specific  
**Reports:** Building Principal

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### **GENERAL RESPONSIBILITIES:**

Responsible for creating and maintaining a safe and secure school environment conducive to learning. Performs a variety of tasks related to the safety, security, and supervision and care of students.

### **TYPICAL WORK ACTIVITIES:**

- Oversees and monitors behavior of students in classrooms, hallways, and on school property before, during, and after school
- Helps maintain order by practicing conflict resolution, non-violent crisis intervention, or removing students in the event of unruly behavior
- Trains staff members in non-violent crisis intervention
- Enforces and maintains school code of conduct and attendance policies
- Meets regularly with assigned students and reports back to teachers, counselors, and admin.
- Functions as a representative for students to bring issues/concerns to the attention of teachers, counselors, and administration
- Maintains a written log of activities
- Enforces school rules and board policies
- Responds to emergencies
- Searches for missing students both on and off campus
- May communicate with parents regarding their students' behavior
- May greet visitors to campus, ascertains their business, issues a pass and directs the individual(s) to the proper location
- Assists in crowd control
- Other related work as required

### **QUALIFICATIONS:**

- Must possess a high school diploma or GED and three years' of experience working in a school setting.
- Must have skills necessary to gain and hold the confidence of, and to maintain a patient and understanding attitude towards students.
- Must be able to maintain a good working relationship with staff, faculty, administration, visitors, and especially students to foster open communication and respect to foster and promote safety in the school environment
- Must exercise good judgment and be fair, just, and consistent in interactions with others and utilize tact, discretion, confidentiality, and courtesy
- Must be able to tolerate a busy and sometimes loud work environment
- Ability to understand and interpret complicated oral instructions and/or written directions