

JOB DESCRIPTION

Position: Student Supervisor

Position Summary: Under the supervision of the Administrator, monitor students and perform minor first aid.

POSITION DUTIES

RESPONSIBILITIES

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| 1. Student Supervision | <ul style="list-style-type: none"> • monitor student activities/behaviour to ensure students' safety and the safeguarding of school property • assist in minor first aid and complete required forms |
| 2. Communication | <ul style="list-style-type: none"> • communicate with students, staff and others. • understand and follow school's policies and procedures regarding supervision, discipline and other relevant matters • maintain confidentiality of information |

Other comparable or transient duties which are within the areas of knowledge and skills required by the job description may also be assigned.

Qualifications, Fitness and Ability

Completion of Grade 10.

Six months recent successful experience in dealing with children such as volunteering or parenting.

Demonstrated ability to deal positively and effectively with students, parents and personnel.