

## **Bus Monitor**

### **Purpose Statement**

The job of Bus Monitor is done for the purpose/s of assisting special education, preschool and/or kindergarten students during transport to and from school and/or special activities, and monitoring their behavior during transport.

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**Application Due:** In district September 7, 2018; out of district September 14, 2018; open until filled

**Anticipated Hire:**

**Salary Range:** \$14.70 to \$18.72      **Working Days:** 5      **Hours Per Day:**

**Position Location:** A.H. Smith

### **Application Procedure**

In district employees must submit letter of interest to the Grandview School District Office at 913 West Second Street, Grandview WA 98930 or to [fledesma@gsd200.org](mailto:fledesma@gsd200.org). Out of district employees must submit a letter of interest and have on file or complete a District Application, along with a resume', verification of High School/GED or Advanced Degree, and three letters of recommendation to the Grandview School District Office at 913 West Second Street, Grandview WA 98930. Open to in and out of district applicants. Classified applications are available online at [www.gsd200.org](http://www.gsd200.org) or at the District office (509) 882-8500.

### **Selection Process**

Must meet the minimum for a paraprofessional (Hold an associates of arts degree, have earned 72 quarter credits or 48 semester credits at an institution of higher learning or have passed the state paraeducator assessment). Up to 2.5 hours per day, for pre-school a.m., mid-day & p.m. routes. PSE bargained position.

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**For more information contact:** Faviola Ledesma      Reference Control Number: 08/31/18

Phone: 509-882-8500      Fax: 509-882-2029

Email: [fledesma@gsd200.org](mailto:fledesma@gsd200.org)

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### **Essential Functions**

- Assesses potential emergency situations on the bus and within loading and unloading zones for the purpose of taking appropriate action to protect the well being of passengers.
- Assists students for the purpose of providing for special needs during transport, safe loading and unloading from buses including both emergency situations and normal transport.
- Instructs students for the purpose of enforcing rules/regulations and maintaining safety.
- Monitors students for the purpose of preventing distraction to the driver or injury to themselves or other students/passengers.
- Prepares documentation (e.g. incident reports, passenger misconduct, etc.) for the purpose of providing written support and/or conveying information.
- Reports observations and/or incidents (e.g. discipline, inappropriate social behavior, etc.) for the purpose of communicating information to appropriate personnel.

- Secures students and/or equipment with restraints, tie downs (e.g. wheelchairs, seat belts, car seats, etc.) for the purpose of ensuring the safety and well-being of students.

**Other Functions**

- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

**Job Requirements:**

**Experience:** Job related experience is desired.

**Education:** High school diploma or equivalent.

**Equivalency:**

**Required Testing:**

None specified

**Certificates and Licenses**

CPR/First Aid Certificate

**Continuing Educ. / Training:**

**Clearances**

Criminal Justice Fingerprint/Background Clearance

**FLSA Status**

Non Exempt

**Salary Grade**

***The following policies have been adopted and are reflected in our employment practices:***

Grandview School District does not discriminate in any programs or activities, to include employment, on the basis of sex, race, creed, color, religion, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability. The Grandview School District provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Shawnta DiFalco, Director of Special Programs and Title IX/Civil Rights/ADA/504 Compliance Coordinator, 913 W. 2nd Street, Grandview, WA, 98930, (509)882-8507, [smdifalco@gsd200.org](mailto:smdifalco@gsd200.org).