

Wachusett Regional School District

AIDE

JOB DESCRIPTION

TITLE:

Cafeteria Monitor

QUALIFICATIONS:

1. High School Diploma or equivalent
2. Experience working with school age children

REPORTS TO:

The Building Principal or designee.

SALARY:

Truck Drivers Local #170, Level I

PERFORMANCE EVALUATION:

The Cafeteria Monitor shall be evaluated annually using the Wachusett Regional School District Annual Support Staff Review Form, Form #: 001-eval.

REPRESENTATION STATUS:

Truck Drivers Local #170

JOB RESPONSIBILITIES:

The Cafeteria Monitor shall be able to communicate effectively with students and staff and be able to maintain discipline in all school settings. He/she shall be punctual in all assignments, observe all District policies appropriate to this position, and accept the responsibility of assigned tasks. In carrying out these responsibilities, the Cafeteria Monitor shall:

1. Meet classes, as assigned;
2. Circulate among the tables during lunch period to help children who need it and to resolve any minor problems that arise;

3. Enforce school rules as stated in the school handbook;
4. Oversee orderly disposal of food waste and return of trays and utensils;
5. Oversee orderly dismissal from the lunchroom;
6. Inform the principal of any serious infraction of the rules by students; and,
7. Perform all other related duties and clerical functions as assigned by the principal or designee.

Updated 4/97

Approved by:

Alfred D. Tutela, Superintendent of Schools

Date: 04/97