

**WALL TOWNSHIP PUBLIC SCHOOLS
JOB DESCRIPTION**

TITLE: LUNCHROOM/PLAYGROUND AIDE

QUALIFICATIONS:

- A high school diploma or such qualifications as the Board may deem appropriate.
- The ability to work well with children.
- A responsible, mature outlook.
- The ability to take direction from teachers and administrators.

REPORTS TO: Principal

JOB GOAL: To assist in maintaining a safe and orderly lunchroom and playground at the elementary school level.

PERFORMANCE RESPONSIBILITIES:

1. While the students are still in class, goes through the lunch orders of the students to assure agreement between the orders and the tickets.
2. Arranges the lunch packets in order.
3. Visits the class and walks the students in a quiet, orderly fashion to the lunchroom.
4. In the lunchroom, lines the students up according to their orders.
5. Monitors the students' behavior while they are in line.
6. Monitors the behavior of the students at their lunch tables while they eat and, afterwards, to make sure they dispose of their garbage.
7. Lines students up to proceed in a safe and orderly manner to the playground.
8. With the assistance of the other aides, monitors the behavior of the students in all areas of the grounds.
9. Closely supervises any games that take place, to assure good sportsmanship and safety.
10. Closely monitors the behavior of students in the playground (Jungle Jim) section.
11. Organizes students into a line at the end of recess and escorts them to the classroom.

Performs other duties as delegated by the principal.

**TERMS OF
EMPLOYMENT:** Ten months

EVALUATION: Annual recommendation for renewal by Principal