

ROSELAND SCHOOL DISTRICT JOB DESCRIPTION

TITLE: PLAYGROUND COORDINATOR

QUALIFICATIONS

1. Valid New Jersey Teaching Certificate, preferably a Physical Education and Health Certificate.
2. Demonstrated ability to work successfully with children and adults.
3. Possesses an interest in students and a concern for their education and an ability to successfully interact with students in the age group being supervised.
4. Demonstrates an awareness of students' social/emotional/physical needs.
5. Ability to maintain a positive learning environment.
6. Strong interpersonal and communication skills.

REPORTS TO: PRINCIPAL

JOB GOAL:

- Coordinates recess activities and students under the direction of the principal.
- Supports staff assigned to Recess Duty.
- Assists in the maintenance of an orderly, safe, and pleasant atmosphere on the playground and during recess by supervising and assisting students during the recess periods.

PLAYGROUND COORDINATOR JOB RESPONSIBILITIES:

1. To help supervise the playground activities during recess periods.
2. To support staff assigned Recess Duty.
3. To observe and clarify playground rules, as established by the principal and Student Code of Conduct.
4. To foster a cooperative attitude between the students at play.
5. To ensure that students adhere to safety rules in the use of playground equipment.
6. Assist in organizing various play activities and games as approved by the principal.
7. Monitor daily use and storage of playground equipment.
8. To attend to the minor needs of the students.
9. To remain attentive at the assigned post at all times during the play period.
10. To circulate among students and attempt to resolve minor problems as they arise.
11. To handle minor disciplinary problems.
12. To refer serious breaches of discipline or other problems to the principal immediately.
13. To adhere to school and district guidelines pertaining to cell phone use.
14. To perform any other related duties or responsibilities designated by the principal.

TERMS OF EMPLOYMENT:

This is a ten month, full year position with compensation being determined in accordance with the appropriate negotiated agreement.

EVALUATION:

Performance of this job will be evaluated annually in accordance with state law and the provisions of the board's policy on evaluation.

APPROVED: September 20, 2018