

Farmersville Unified School District

JOB TITLE: LOCKER ROOM ATTENDANT/INSTRUCTIONAL AIDE

JOB DESCRIPTION

DEFINITION:

Under the direction of an assigned supervisor, has primary responsibility for physical education equipment, lockers and has secondary responsibility for athletic equipment and uniforms; provide emergency care for minor injuries.

EXAMPLES OF ESSENTIAL DUTIES:

- ▶ Supervises students and maintains order in restrooms, locker rooms and gym area
- ▶ Issues loaner uniforms, lockers, locks and athletic equipment to students of physical education classes and members of athletic teams
- ▶ Marks equipment and clothing for identification purposes
- ▶ Keeps various records of issuance
- ▶ Stores and maintains equipment and supplies
- ▶ Maintains lost and found
- ▶ Supervises student help in locker room
- ▶ Reports or deters improper behavior
- ▶ May assist physical education teachers in administering first aid to students
- ▶ Organizes locker rooms, lockers, storage and equipment rooms at end of school year
- ▶ Cleans and maintains outdoor physical education areas. Ensures that facilities are locked securely when assigned schedule is completed
- ▶ To maintain proper disciplinary control of pupils who are directly assigned to the teacher
- ▶ Assist in supervision of yard duty during break and lunch activities; bus loading/unloading.
- ▶ Performs other duties as assigned

QUALIFICATIONS:

Knowledge of:

- ▶ Basic cleaning methods
- ▶ Basic safe work practices
- ▶ Basic procedures in inventory and issuance of equipment
- ▶ Various sports and athletic equipment

Ability to:

- ▶ Repair and clean physical education and athletic equipment
- ▶ Keep simple records
- ▶ Establish and maintain effective working relationships with others
- ▶ Communicate effectively both orally and in writing
- ▶ Assist in the supervision of students according to approved policies and procedures

PHYSICAL REQUIREMENTS:

Ability to stand for extended periods of time; ability to stand and circulate for extended periods of time; may require the ability to ascend and descend steps; ability to see and read, with or without vision aids; ability to hear and understand speech at normal levels; ability to communicate so others will clearly understand normal conversation; ability to bend and twist, kneel and stoop; ability to push/pull up to 50 pounds on a regular basis and lift/carry up to 30 pounds occasionally; Ability to reach in all directions; physical dexterity in limbs and digits to operate keyboards, locks, athletic equipment.

EDUCATION AND EXPERIENCE:

- ▶ High School Diploma or Equivalent
- ▶ Sufficient training and experience to demonstrate the knowledge and abilities listed above

LICENSES, CERTIFICATIONS AND/OR TESTING:

- ▶ Valid California Driver's License and proof of automobile insurance
- ▶ Criminal justice and FBI fingerprint clearance

CSEA APPROVED: July 19, 2007
BOARD APPROVED: July 17, 2007