

**MONTGOMERY COUNTY GOVERNMENT
ROCKVILLE, MARYLAND
CLASS SPECIFICATION**

**Code No. 003515
Grade 10**

CROSSING GUARD

DEFINITION OF CLASS:

This work involves the safe crossing of school children and other pedestrians and control of traffic at designated crossings. Contacts include school children and other pedestrians to issue instructions, such as when to proceed/stop; police officers to report motorists who do not comply with traffic laws; and school officials to report children and motorists who fail to obey instructions of the employee. Direct, routine assistance is provided to many pedestrians and/or vehicles at busy intersections.

An employee in this class coordinates the safe movement of school children, other pedestrians and vehicles at a designated school crossing during selected times on school days. Work may also be performed at other places, such as church crossings, for walking field trips or for special community/County-wide events and emergencies. Work is performed independently with periodic checks by police officers at the crossing(s) to which the employee is assigned. Work is evaluated on a spot check basis and through reports for compliance with applicable traffic laws and standard operating procedures. Guidelines in the form of traffic laws and department standard operating procedures concerning this work are clearly prescribed and closely followed. The complexity of the work revolves around observing traffic and conditions, grouping pedestrians, stopping traffic, crossing the group, and restarting traffic. The impact of this work is realized by the safe crossing of school children and other pedestrians with the least disruption of traffic. Work is performed in all types of weather in close proximity to moving traffic, with some exposure to fumes and particulates. Employees wear a uniform, reflective vest and orange-fluorescent or white gloves. Work requires employees to stand, walk and use arm-hand signals, whistle, voice, and flares or flashlights.

EXAMPLES OF DUTIES: (Illustrative Only)

- Observes traffic flow and conditions.
- Waits for natural breaks, or creates effective breaks, in traffic to move pedestrians safely across the street without unnecessarily interrupting traffic flow or keeping traffic stopped longer than necessary.
- Manually directs traffic from curb or street, or works with signals at signalized crossings.
- Groups pedestrians, signals pedestrians to cross, escorts younger children, and halts pedestrian movement before re-starting traffic; works with safety patrols or other Crossing Guards or police officers.
- Reports children who fail to obey the employee's crossing instructions to school principal or other official.
- Reports accidents, hazardous conditions, and motorists who violate laws governing vehicular traffic in or near crosswalks to a Police Officer; and testifies in court regarding such violations.
- Provides information on crossing procedures and incidents or concerns to school children, their parents, and motorists.
- Instructs children in safe and correct way to cross streets and in ways to identify traffic hazards.

- Performs related duties as required.

KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to learn baseline rules of the road, such as the meaning of traffic light displays, vehicular and pedestrian rights of way, right turns on red, motorist responsibilities when pedestrians are present, and accident reporting.
- Ability to control vehicular and pedestrian traffic consistent with baseline rules of the road as well as varying traffic conditions.
- Ability to exercise vigilance and to work safely to protect oneself and others at crosswalks.
- Ability to be punctual and to be at one's assigned post on time.
- Ability to give basic verbal directions to pedestrians and motorists.
- Ability to understand and carry out oral and written instructions, and to write basic information in reports.
- Ability to stand and walk for 30 minute periods or longer and use such tools as flashlights and traffic cones in performing the work of the job.
- Ability to work courteously and effectively with people.
- Ability to pass a Police background investigation.
- Willingness to work in all weather conditions.

MINIMUM QUALIFICATIONS:

Experience: No previous experience required.

Equivalency: None.

Other: Must be eighteen (18) years of age as of the first day of employment as a Crossing Guard. Substitutes (assignment class "A") must be accessible before and during school hours by telephone to respond to schedule changes.

LICENSE:

- Substitutes need a valid Class "C" (or equivalent) driver's license from the applicant's state of residence and vehicle (or ready and reliable transportation) to get to and from temporary posts in various locations on short notice.

PROBATIONARY PERIOD:

Individuals appointed or promoted to this class will be required to serve a probationary period of six (6) months, during which time performance will be carefully evaluated. Continuation in this class will be contingent upon successful completion of the probationary period.

MEDICAL EXAM PROTOCOL: Core Exam with a Drug/Alcohol Screen.

Class Established: March 1966

Revised: July 1974

March 1987

Classification Study: December 1994 (M)

August 2005

Classification Study: May 2007 (M)

August 2013