

# MENOMINEE INDIAN SCHOOL DISTRICT



P.O. BOX 1330

KESHENA, WISCONSIN 54135-1330

715/799-3824

## BUS MONITOR EXTERNAL

FAX 715/799-4659

The Menominee Indian School District has a part-time Bus Monitor positions available, which includes both the a.m. and p.m. shift. Shift hours are 6:00 a.m. to approximately 8:15 a.m. and 2:30 p.m. to approximately 5:30 p.m. Monday through Friday.

**QUALIFICATIONS:** Candidate shall possess a high school diploma or its equivalent, CPR/First Aid Certification desired.

**RESPONSIBILITIES:** To assist in providing safe transportation for district students.

Essential job functions: works cooperatively with assigned bus driver; assists young and disabled students in getting on and off bus and assures that students get on and off the bus in an orderly fashion; observes all mandatory safety regulations and enforces all bus regulations; assist in bus drills; develops all conduct reports whether monitor or driver generated and turns them into the appropriate personnel; provides sufficient supervision to prevent behavior problems and vandalism on the bus; provides appropriate safety measure and supervision for students; communicates expectations regarding student behavior to students and parents; keeps the principal/s informed regarding behavioral situations that may warrant his/her attention; perform other duties as may be assigned by immediate supervisor.

**SALARY RANGE:** \$12.52

**DEADLINE DATE:** Open until filled

**TO APPLY:** Interested applicants can apply through WECAN at <https://wecan.education/wisc.edu> or access site at <https://misd.k12.wi.us> (click on Employment). For further information contact 715-799-3824, ext 6011 or 715-799-3824, ext 5090.

**POSTED:** July 9, 2018

**NOTE:** Applicant is subject to a background check and drug screening.