



PEIGAN BOARD OF EDUCATION

Announcing the Availability
of the Following Full Time Position:



School Security Monitor

Job Summary:

Under the direction of the Principal, the Security Monitor is responsible for providing daily security for the school building and property and ensures the safety and security of students, staff, building and grounds. This position patrols school property and alerts Administration of all safety and security concerns. The Security Monitor responds to emergencies, intervenes in interpersonal conflicts, and directs students and staff in crisis situations.

Duties & Responsibilities

- Monitors and patrols school building, grounds and property during school hours; (50% of time)
- Monitors for vandalism, theft and trespassing on school property;
- Informs school administration of unauthorized personnel on campus;
- Secures school building entrances, exits and appropriate offices;
- Monitors for student truancy;
- Monitors students for drug, alcohol and tobacco use;
- Monitors hallways and bathrooms for improper student behavior;
- Informs students of inappropriate behavior;
- Intervenes in interpersonal conflicts on school property;
- Informs involved parties of rules and consequences of when school policy is being broken;
- Escorts students to appropriate school staff when necessary;
- Determines safety or security issues and reports the issues to school administrators;
- Assists in identifying students who may need special monitoring or assistance due to discipline issues or personal problems;
- Works closely with and through building administrators concerning student behavioral issues and policy interpretations;
- Compiles information and completes associated reports;
- Submits reports to school administrators;
- Provides details of incidents to police when required.

Qualifications

- High school diploma or GED
- Security Experience / Certification preferable
- Clear criminal record check for the vulnerable sector
- Knowledge of Blackfoot Language and Culture

Open until a suitable candidate is found

Submit cover letter, resume, references letters (3), copies of education requirements and background checks to:
PEIGAN BOARD OF EDUCATION – Attn: Human Resources
P.O. Box 130 Brocket, AB T0K 0H0 Tel: 403-965-3910 Fax: 403-965-3713
Email: lpard@piikani.ca