



## School Crossing Supervisor

**Position Location:** Valley Campus, Corner Gungahlin Drive and The Valley Avenue, Gungahlin

**Line Management:** This position is responsible in the first instance to the Facilities Manager ultimately the Head of Operations.

Burgmann Anglican School is a 3 Year Old Preschool to Year 12 School with campuses located at Gungahlin and Forde.

The school prides itself on its innovative and creative approach to curriculum and education and its strong sense of community and pastoral care of the students and their families and the staff of the school. The school has a strong link with the Gungahlin Anglican Church which shares facilities and resources with the school.

### Duties

The School Crossing Supervisor is responsible to ensure the safety of children and pedestrians specifically:

- Supervising the school students and pedestrians at the lights crossing and carpark exit
- Provide effective school crossing supervisory service by being punctual, vigilant and confident on site
- Provide clear instructions to school students and pedestrians to assist them to cross the road and car park exit safely.
- Maintain safe working practices to maximise the personal safety of all crossing users
- Monitor traffic and ensure traffic exiting the car park is not unduly disrupted by the operations of the designated crossing site.
- Other duties as required

### Selection Criteria

- Good communication skills
- Strong focus on safety
- Ability to meet the physical requirements of this position, standing/walking for extended periods of time

### Salary, Terms and Conditions

The successful applicant will be employed under the *Independent School ACT (Support and Operational Staff) Multi Enterprise Agreement 2017*. Salary will be determined according to qualifications and years of experience.

Working hours will generally be 15 hours per week Monday to Friday 7.45am to 9.15am and 2.30pm to 4pm. Training and equipment will be provided.

Applicants should provide the following documents, via email to:  
[employment@burgmann.act.edu.au](mailto:employment@burgmann.act.edu.au)

- Covering letter, addressing the criteria listed above and outlining how you would approach the position (no more than 3 pages in length).
- Curriculum vitae (no more than 4 pages).
- [Working with Vulnerable People check](#)
- Details of three professional referees, preferably one referee should be the applicant's current minister.

**Applications close: 9am Monday, 27 May 2019**