

BRIGHTON & HOVE CITY COUNCIL

JOB DESCRIPTION

JOB TITLE: School Crossing Patrol Officer

JIN NUMBER: 1739

REPORTS TO: Road Safety Manager

DEPARTMENT: City Regulation & Infrastructure

SECTION: Transport Planning & Policy – Road Safety Team

PURPOSE OF JOB

To assist children and adults crossing the road safely at a designated point between specified times- ensuring that these duties are carried out without detriment to the welfare of other road users.

PRINCIPAL ACCOUNTABILITIES

1. To provide the service within existing legislation and guidelines and to co-operate with and adhere to health and safety policy and practices.
2. To provide the service in accordance with the training and instruction provided by the School Crossing Patrol Manager.
3. To immediately report any problems or difficulties to the Manager of the School Crossing Patrol Service.
4. To use and to care for all uniform and equipment safely and responsibly as instructed.
5. To participate in training, job development and Road Safety programmes of the department as and when required.
6. To uphold and carry out the duties of the post with due regard to the City Council's Equalities Policy.

The list of duties in the job description should not be regarded as exclusive or exhaustive. There will be other duties and requirements associated with your job and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required.

Your duties will be as set out in the above job description but please note that the Council reserves the right to update your job description, from time to time, to reflect changes in, or to, your job. You will be consulted about any proposed changes.

PERSON SPECIFICATION

JOB TITLE: School Crossing Patrol Officer
GRADE: Scale 1/2
DEPARTMENT: City Regulation & Infrastructure
SECTION: Transport Planning & Policy – Road Safety Team

ESSENTIAL CRITERIA

Job Related Education, Qualifications & Knowledge

- A good understanding of road use and traffic awareness.

Experience

- Experience of working with children.
- Experience of working with the public
- Experience of working with minimum supervision

Skills/Abilities

- Punctuality and reliability
- A good communicator with the ability to deal with potentially difficult situations calmly.

Equalities

- To be able to demonstrate a commitment to the principles of Equalities and to be able to carry out duties in accordance with the Council's Inclusive Council Policy.

Other Requirements

- Reasonable level of health and fitness as you will be working outside in all weather conditions. The ability to raise and hold a traffic sign without difficulty.