

FLEMINGTON-RARITAN REGIONAL SCHOOLS
Job Description

TITLE: Classroom Monitor for Project Impact (Temporary Position)

QUALIFICATIONS:

High school diploma
Teacher/substitute teacher certification preferred.
Previous experience in a school setting preferred.
Demonstrated ability to work successfully with children and adults.
Required criminal history background check.
Proof of US citizenship or legal resident alien status.

REPORTS TO: Principal/Vice Principal

SUPERVISES: Students participating in virtual instruction while on campus under the direction of the building administration.

JOB GOAL: To provide an orderly, safe and pleasant atmosphere conducive for students participating in remote instruction in grades 5-8.

RESPONSIBILITIES

- Provide in-person supervision for students participating in remote learning activities while on campus.
- Establish a welcoming and positive atmosphere conducive to academic success.
- Promote active participation and engagement in teacher-assigned, remote learning activities.
- Circulate and assist students (to the extent possible) experiencing technical or academic issues.
- When necessary, obtain instructional materials to promote students' engagement in learning activities.
- Supervise and monitor students during breaks in instruction.
- Ensure that all safety measures (social distancing, mask wearing, etc.) are followed by students.
- Maintain accurate attendance records in accordance with building procedures.
- Address behavioral concerns in the manner prescribed by building principals and communicate all concerns to administration as soon as practicable.
- Performs all other duties or responsibilities designated by the Principal.

TERMS OF

EMPLOYMENT: 4.5 hours per day as specified by the building principal (e.g. 8:20-12:50)
\$22.22 per hour/\$100 daily

EVALUATION

Position is temporary to support academic success during the pandemic. Performance of this job will be evaluated annually in accordance with provisions of the Board's policy on evaluation of non-certified staff.

APPROVED BY: Flemington-Raritan Board of Education **DATE:** January 7, 2021

REVISED: _____