

## Kids Central Incorporated POSITION DESCRIPTION

TITLE: Bus Monitor  
 PERFORMANCE PROFILE SOURCE: Program Support  
 DEPARTMENT: General Workers  
 REPORTS TO: Teacher  
 \_\_\_\_\_ Exempt       X  Non-Exempt

**PRIMARY FUNCTION:**

To monitor and supervise the transportation of children to and from their classrooms and program activities.

**ADDITIONAL RESPONSIBILITIES:**

1. Completion of assigned task.

**RELATIONSHIPS:**

Internal: Works with staff for a specific task or duty. This employee may or may not have status as a full or part-time employee.

External: None

**SKILLS/KNOWLEDGE REQUIRED:**

- Various as needed to accomplish task or duty.

**PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:** To be stated when known.

**DISCLAIMER:** The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain or to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications and objectives required of employees assigned to this job.

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Incumbent

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Executive Director

