

Job Description

Post title	School Crossing Patrol
Job Evaluation	A6027
Grade	1
Service	Neighbourhoods & Climate Change
Service area	Transport & Contract Services – Strategic Traffic
Reporting to	Road Safety Manager
Location	An agreed site within County Durham. However, you may be required to work at other places within the Durham County Council boundaries or other locations as reasonably required. This may be upon request from the Road Safety Manager or delegated representative and is to ensure optimum service to the public.
Disclosure and Barring Service (DBS)	This post is subject to an Enhanced Disclosure (CBL)
Flexitime	This post is not eligible for flexitime
Politically restricted	This post is not designated as a politically restricted post in accordance with the requirements of Section 1(5) of the Local Government and Housing Act 1989 and by regulations made from time to time by the Secretary of State

Description of role

To ensure the safety of children crossing the road at designated crossing points between specified times. The discharge of these duties must not be to the detriment to the welfare of other road users. Duties of the post should be carried out in line with Road Safety Great Britain (RSGB) National Guidelines.

Duties and Responsibilities

- To carry out the duties of the School Crossing Patrol Service in line with the Road Safety GB Instruction Booklet and Guide, the Council's Policies and Health and Safety Procedures.
- To use all uniform and associated equipment provided for the safety of you, the children and all other members of the public, appropriately.
- To stop traffic and maintain control over children who are awaiting your instructions to cross.
- Liaise with the School Crossing Patrol Supervisor and Road Safety Officer regarding site issues and report any problems or difficulties.

Organisational Responsibilities

Values and behaviours

To demonstrate and be a role model for the council's values and behaviours to promote and encourage positive behaviours, enhancing the quality and integrity of the services we provide.

Smarter working, transformation, and design principles

To seek new and innovative ideas to work smarter, irrespective of job role, and to be creative, innovative and empowered. Understand the operational impact of transformational change and service design principles to support new ways of working and to meet customer needs.

Communication

To communicate effectively with our customers, managers, peers and partners and to work collaboratively to provide the best possible public service. Communication between teams, services and partner organisations is imperative in providing the best possible service to our public.

Health, Safety and Wellbeing

To take responsibility for health, safety, and wellbeing in accordance with the council's Health and Safety policy and procedures.

Equality and diversity

To promote a society that gives everyone an equal chance to learn, work and live, free from discrimination and prejudice and ensure our commitment is put into practice. All employees are responsible for eliminating unfair and unlawful discrimination in everything that they do.

Confidentiality

To work in a way that does not divulge personal and/or confidential information and follow the council's policies and procedures in relation to data protection and security of information.

Climate Change

To contribute to our corporate responsibility in relation to climate change by considering and limiting the carbon impact of activities during the course of your work, wherever possible.

Performance management

To promote a culture whereby performance management is ingrained and the highest of standards and performance are achieved by all. Contribute to the council's Performance and Development Review processes to ensure continuous learning and improvement and to increase organisational performance.

Quality assurance (for applicable posts)

To set, monitor and evaluate standards at individual, team and service level so that the highest standards of service are delivered and maintained. Use data, where appropriate, to enhance the quality of service provision and support decision making processes.

Management and leadership (for applicable posts)

To provide vision and leadership to inspire and empower all employees so they can reach their full potential and contribute to the council's values and behaviours. Managers and leaders must engage in personal development to ensure they are equipped to lead transformational change; always searching for better ways to do things differently to meet organisational changes and service priorities.

Financial management (for applicable posts)

To manage a designated budget, ensuring that the service achieves value for money in all circumstances through the monitoring of expenditure and the early identification of any financial irregularity.

The above is not exhaustive and the post holder will be expected to undertake any duties which may reasonably fall within the level of responsibility and the competence of the post as directed by your manager.

Person Specification

Attributes	Essential	Desirable
Qualifications		<ul style="list-style-type: none"> • 4 GCSEs including English Literature and English Language. • First Aid Certificate.
Experience	<ul style="list-style-type: none"> • No experience required - full training will be given. 	<ul style="list-style-type: none"> • Previous experience of working as a School Crossing Patrol. • Experience working with and/or supervising children. • Experience as a driver.
Skills and Knowledge	<ul style="list-style-type: none"> • Ability and confidence to communicate effectively with line managers, school staff, children and parents. • Ability to physically move on and off the road. • Ability to work alone. 	<ul style="list-style-type: none"> • Good knowledge of the Highway Code as it applies to pedestrians. • Understanding of road use and traffic awareness.
Personal Qualities	<ul style="list-style-type: none"> • Reliable / confident / honest. • Good time keeper. • Good Communicator. • Able to adapt quickly and appropriately to changing situations. • Flexible approach to work. • Contactable by telephone at short notice. • To be physically fit and able to deal with emergency traffic situations as they relate to the crossing of pedestrians and their own safety. • The ability to see and respond to any unsafe traffic situations in all directions. • The ability to hear and respond to any potentially unsafe traffic situations, out of immediate vision • Able to adapt to working in all weather conditions. • Ability to hold and display in one hand a SCP sign weighing up to 2 kilos in all weathers. 	<ul style="list-style-type: none"> • Ability to travel between sites as required