

STUDENT HELPER

DISTINGUISHING FEATURES OF THE CLASS: This position is for current high school or college students and involves responsibility for assisting school staff members in a wide range of tasks that do not require certified personnel. The employee works under the immediate supervision of a professional staff member. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Assists staff members by patrolling corridors and school grounds;
Assists in distributing books to classrooms;
Assists staff members in lunchroom supervision;
Performs routine clerical work;
Performs routine manual work.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Interest in working with people; ability to get along with others; dependability; ability to understand and follow directions; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None

APPROVED: August 14, 1981
CIVIL SERVICE CLASSIFICATION: LABOR