



The Corporation of the Municipality of West Nipissing

## JOB DESCRIPTION

<b>POSITION</b>	Crossing Guard
<b>TYPE</b>	Part-time/Casual (from September to June)
<b>REPORTING TO</b>	Coordinator – Community Services
<b>HOURS OF WORK</b>	8 a.m. to 8:45 a.m. and 3 p.m. to 3:45 p.m. Monday to Friday

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### DETAILS

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The Municipality of West Nipissing is seeking to hire two Crossing Guards for the following locations:

- Ethel Street, Sturgeon Falls
- Coursol Road, Sturgeon Falls

Hours of work are from 8:00 a.m. to 8:45 a.m. and 3:00 p.m. to 3:45 p.m., Monday to Friday, during the school year (September to June).

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### REQUIREMENTS

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- Main duty to safely cross all school-aged children up to and including grade 8.
- Document and communicate all incidents and/or unsafe conditions to management, school officials and/or the Nipissing West OPP.
- Must be able to extend an arm out parallel to shoulder holding a “STOP” sign (weight of approximately 1 pound) for up to one minute frequently.
- Must be able to stand for a period of 45 minutes, twice a day.
- Be a minimum of 18 years of age.
- Be able to verbally communicate in French.
- A satisfactory Criminal Record Check and Vulnerable Sector Check will be a condition of employment.

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### APPLICATION

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Although we are seeking to fill these positions immediately, the Municipality accepts applications for Sturgeon Falls and Verner crossing guards throughout the year and hires on an as-needed basis.

**Please send your resume to:**

Sarah Furchner  
Recreation and Fitness Programming Coordinator  
101-225 Holditch Street, Sturgeon Falls, ON P2B 1T1  
[sfurchner@westnipissing.ca](mailto:sfurchner@westnipissing.ca)