



MacKillop College

W e r r i b e e

MacKillop is a Catholic Coeducational Secondary College with two campuses inspired by the spirit of St Mary of the Cross MacKillop. Set on approximately 18 hectares of beautiful gardens and playing fields, MacKillop is an established College catering for approx. 1670 students from Year 7 through to Year 12 and enjoys an excellent reputation in the local community.

MacKillop is an innovative and contemporary learning community which has exceptional facilities, offers a vibrant curriculum and well-established wellbeing initiatives. Our community invites passionate engagement in lifelong and authentic learning. We respect diversity and are responsive to individual needs. Every member of our community is supported in the pursuit of excellence.

Applications are invited from qualified and skilled persons for the following position:

School Crossing Supervisor

Part time position commencing immediately or at a mutually convenient time for the 2018 School year.

Hours: 8:00am – 9:00am and 3:00pm – 4:00pm

The School Crossing Supervisor is an essential member of the College, ensuring the safe operation of approved school crossings. This person will be responsible for ensuring pedestrians cross the road safely and for the direction of vehicles within the crossing environment.

In this capacity, the role of the School Crossing Supervisor is to:

- To supervise and ensure safe passage of all pedestrians and vehicles at school crossing in accordance with training provided.
- Operate the crossing in accordance with the “Instructions for Children’s Crossing Supervisors” as prepared by the Victorian Police and Vic Roads.
- Ensure that school crossing flags are displayed correctly whilst performing duties.
- Maintain a high level of vigilance, professional behaviour and conduct.
- Ensure that it is safe to cross before allowing any person on to the crossing.
- Ensure that all pedestrians have crossed the roadway before vacating the crossing as supervisor.
- Maintain sensible road behaviour of pedestrians using the crossing.
- Ensure that traffic flow is not unduly disrupted by pedestrians crossing the road at the school crossing.
- Ensure that all vehicles are stationary before allowing pedestrians access to the crossing.
- Be correctly attired and equipped at all times, whilst performing the duties of a school crossing supervisor.
- Report all incidents, any illegally parked vehicles, vehicles operated in a dangerous manner, or suspicious persons.

Key Selection Criteria

- General understanding of the road regulations.
- Ability to relate to school age children and adults.
- Demonstration of good road sense and judgement.
- Ability to gain co-operation and assistance from users.
- Effective communication skills with the ability to identify and discuss problems.

This position will be a Category D School Services Employee and remunerated as per the Victorian Catholic Education Multi-Employer Agreement 2013.

The successful applicant must support the philosophy of Catholic education and have a current Working With Children Check and National Police Record Check.

Your application must contain:

- The prescribed application for employment form
- Curriculum Vitae

These should be forwarded no later than **10am Monday 27 February 2017** to:

The Principal
MacKillop College
PO Box 522, WERRIBEE VIC, 3030
Tel: (03) 8734 5200 Fax: (03) 8734 5271
Email: employment@mackillop.vic.edu.au

The MacKillop College community promotes the safety, wellbeing and inclusion of all children.