

LIBERTY UNION HIGH SCHOOL DISTRICT
ON-CAMPUS DETENTION SUPERVISOR

DEFINITION

Under the supervision of the high school site administrator, oversees students during scheduled in-school detention and/or study hall.

EXAMPLES OF DUTIES

Keeps in-school detention/study hall records and enforces school policies including but not limited to attendance and behavior standards; works with school administration and support staff to maintain an orderly campus and promote productive use of in-school detention/study hall time; reports problems to site administrator for resolution; and does other related duties as assigned.

QUALIFICATIONS

Knowledge of:

School attendance and behavior codes;
Effective classroom management methods;
Correct use of English;
Organizational skills relating to record-keeping functions;
General purposes and educational goals of the District;
Student behavior and characteristics.

Ability to:

Understand and carry out oral and written instruction;
Maintain proper discipline for supervising students;
Maintain confidentiality on and off campus especially around students;
Assume responsibility for supervising students;
Demonstrate good judgement in dealing with students;
Maintain cooperative and effective relations with students, faculty and the general public.

Experience:

Some prior experience in dealing with high school age students.

Education:

Equivalent to completion of the twelfth grade, preferably supplemented with higher education or training.