



School Security Officer & Traffic Coordinator

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Aidan Montessori School, an independent, AMI-recognized school located in Woodley Park, Washington DC, is currently seeking a Security Officer and Traffic Coordinator.

This is a full-time position with benefits. It is a ten-month salaried position paid over twelve months with responsibilities from 7:30 AM to 4:00 PM throughout the school year.

As Traffic Coordinator, this staff member oversees traffic flow around the School, especially during drop-off and pick-up of students throughout the day. It requires wearing a reflective vest and using a hand-held stop sign. The Traffic Coordinator gently but firmly directs drivers through our drop-off/pick-up driving pattern to ensure the safety of our community members. Traffic during these times includes the general public traveling through our neighborhood. Traffic Coordinator duties are primarily required between 7:55-8:30 AM, 2:40-3:00 PM and 3:40-4:00 PM.

Outside of times dedicated to traffic coordination, this staff member serves in the role of Security Officer. Duties assigned to this position consist primarily of walking the perimeter of the building and grounds while keeping an eye out for anything out of the ordinary that might potentially disrupt routine school operations. While the School has not experienced many issues with security and safety, this Security Officer would handle any that arise.

The Security Officer and Traffic Coordinator must demonstrate personal qualities of confidence, patience, and authority in addition to other characteristics consistent with the culture of the School as well as the ability to perform all duties associated with the position. This position is on foot, walking for most of the day, while wearing a reflective vest.

If you are self-motivated and would enjoy joining a community and ensuring its safety, we'd like to hear from you. For consideration, please send your resume and cover letter to employment@aidanschool.org.

Please note that per Mayor Bowser's Order 2021-109 all employees in childcare and school settings must be fully-vaccinated against COVID-19. Proof of vaccination will be required as a condition of employment at Aidan Montessori School.