

**PASSAIC VALLEY REGIONAL HIGH SCHOOL**  
100 EAST MAIN STREET, LITTLE FALLS, NEW JERSEY 07424

**Dr. Bracken Healy**  
*Superintendent*



**Mr. Colin Monahan**  
*Business Administrator*

**BUS AIDE / PART TIME**

**QUALIFICATIONS**

- Experience working with children with disabilities and/or in special education is preferred.
- Strong communication skills to effectively interact with students and staff.
- Ability to manage conflicts and demonstrate effective behavior management techniques.
- Patience, empathy, and a passion for working with children are essential traits for success in this role.
- Criminal history background check and proof of U.S. Citizenship, or legal resident alien status

**SCOPE**

The Bus Aide plays a vital role in ensuring the safety and well-being of students during transportation to and from school or related activities. This position involves assisting the bus driver in managing a wide variety of student behaviors, providing support to students with special needs, and ensuring a positive and safe environment on the bus. The ideal candidate will have experience working with children, particularly in special education settings, and possess strong communication and conflict management/resolution skills.

**RESPONSIBILITIES**

- Assist the bus driver in maintaining a safe and orderly environment on the bus.
- Supervise students during transit, ensuring their safety and well-being.
- Provide support to students with special needs, including behavior management when necessary.
- Must be able to lift at least 10 pounds
- Communicate effectively with students and school staff regarding student needs and behaviors.
- Manage conflicts among students in a calm and effective manner.
- Educate students on appropriate bus behavior and safety protocols.
- Maintain a clean and organized bus environment.
- Help students on and off bus safely and assist them with their seat belt and/or harness if required.

Please submit letters of interest / resumes to: [employment@pvrhs.org](mailto:employment@pvrhs.org)