



St. James-Assiniboia School Division

Great Schools for Growing and Learning

NON-TEACHING VACANCY

LUNCH SUPERVISORS NEEDED

Required for the 2023-24 School Year

Typical hours of work: Monday to Friday 11:00 a.m. to 2:00 p.m.

Rate of Pay: \$16.76 per hour plus 4% vacation pay

Working as an "on call," or "as needed," basis.

Please contact the school you wish to work as a lunch supervisor and submit your application to them directly.

DUTIES:

- Supervises students during the lunch period in the school and on the playground;
- Maintains order and discipline during the lunch period; refers problems to the Principal or the designate;
- Ensures lunchroom cleanup is performed and performs other duties related to lunchroom activities as assigned or required.

QUALIFICATIONS:

- Must be 18 years of age and have high school training or equivalent;
- Ability to communicate effectively with students;
- Ability to supervise lunchroom and playground activities;
- Ability to follow oral and written instructions;
- CPR and First Aid would be considered an asset.

The St. James-Assiniboia School Division is proud to employ staff who represent the diverse community it serves and is committed to providing an inclusive and barrier free work environment. If you need to be accommodated during any phase of the hiring process, please contact Human Resources to request special accommodation. All information received relating to accommodation will be kept confidential.

July 10, 2023