

**B.W.C.S. LUNCH PROGRAM
SUPERVISOR JOB APPLICATION**

Name _____

Address _____

Phone (____) _____

Days Available (11:25am-12:45pm)

Mon _____

Tue _____

Wed _____

Thu _____

Fri _____

Skills and Qualifications

Employment Experience

References

BERNIE WOLFE COMMUNITY SCHOOL LUNCH PROGRAM: SUPERVISOR

2018/2019 School Year

The Bernie Wolfe Community School Lunch Program (BWCSLP) is a non-profit organization dedicated to providing our students with a sense of belonging in a welcoming, caring and safe environment where parents/guardians may choose to have their children supervised over the lunch break.

Position Summary

The BWCSLP Supervisor acts to ensure the safe supervision of all students enrolled in the Lunch Program during the lunch break.

Daily Rate of Pay is \$17.00

Qualifications

- Have a positive attitude and friendly personality.
- Able to work with children and adults in a sensitive and professional manner.
- Available and willing to take part in professional development programs as required.
- Work independently and as part of a team.

Successful applicants are required to complete a Child Abuse Registry Check and Criminal Record Check

Responsibilities

Working under the direction of and reporting to the BWCSLP Committee, Director and Bernie Wolfe Community School Administration. The successful candidate will be responsible for:

- Being on site daily, during the lunch break (11.25a.m.-12:45p.m.)
- Implementing Bernie Wolfe Community School classroom, playground and behavioral policies.
- Keeping daily attendance records.
- Collecting lunch program fees.
- Supervising classrooms during lunch period.
- Supervising playground activity during lunchtime recess.
- Assisting students as necessary.
- Attending approved professional development workshops for Lunch Supervisors.
- Preparing and delivering written and or oral reports to the BWCSLP director, as required.
- Other related duties as assigned.

Send your resume to:

Bernie Wolfe Community School Lunch Program

95 Bourmais Drive

Winnipeg, Manitoba

R2C 3Z2

Thank you for your interest, those chosen for further consideration will be contacted.