

# JOHN PRITCHARD SCHOOL LUNCH SUPERVISION PROGRAM 2008 / 2009 School Year

## Position: Supervisor

The John Pritchard School Lunch Supervision Program (JPSLSP) is dedicated to providing our students with a safe, caring and respectful school environment where parents/guardians may choose to have their children supervised over the lunch break.

### **Position Summary**

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

### **Qualifications**

- Have 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 both 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 JPSLSP Committee, Coordinator, and John Pritchard School Administration, the successful candidate will be responsible for:

- Being on site daily, during the lunch break (11:20 p.m. - 12:20 pm)
- Implementing John Pritchard School classroom, playground and behavioural policies and JPSLSP Committee requirements and policies
- Keeping daily attendance records
- Collecting lunch program fees / tickets
- Supervising classrooms during lunch period
- Supervising playground activity during lunchtime recess
- Assisting students as necessary
- Attending Supervisor meetings as required
- Attending approved Professional Development workshops for Lunch Supervisors
- Preparing and delivering written/oral reports to the JPSLSP School Lunch Coordinator, as required
- Other related duties as assigned

Send your resumé to:

**John Pritchard School Lunch Supervision Program Committee**  
**1490 Henderson Hwy**  
**Winnipeg MB R2G 1N5**  
**Phone: 339-1984**

***All applications must be received as soon as possible.***

***Thank you for your interest but only those chosen for an interview will be contacted***