

Notice of Vacancy
HOLLY AREA SCHOOLS

October 1, 2020

Lunchroom/Recess Supervisor and Sub Supervisor positions
Hired through EduStaff

Hours: 2 to 5 hours per day (will vary by building)

Monday – Friday

Rate of pay: \$10.25 per hour

Proposed Start Date: TBD

Qualifications:

- Possess a High School Diploma or its equivalent
- High degree of initiative and ability to adapt to new task
- Possess strong interpersonal skills
- Demonstrate judgement, communication and cooperation with staff students and the public
- Enjoy working with children
- Reliability and good attendance required
- Demonstrated ability to handle high stress situations in a calm and appropriate manner, while making good decisions
- Demonstrated ability to speak clearly and concisely both in oral and written communication
- Ability to walk/stand for extended periods of time
- Continuous ability to see and hear

Responsibilities:

- Monitor student activity in the lunchroom and recess areas
- Respond to incident's appropriately; notify administrators
- Ensure students follow rules set forth by administrators
- Represent the district and EduStaff in a professional manner by performing all job functions at a satisfactory or above level
- Interact with co-workers, administration, students, parents, and the community in positive, supportive and cooperative ways
- Perform other duties as may be assigned by the Principal/Supervisor

Reports To – Building Principal

Application Deadline – Until filled

Application Process

Interested candidates can email a letter of interest to the elementary building(s) of their choice at:

Rose Pioneer Elementary: Laura.Parsons@hask12.org

Davisburg Elementary: Jannie.Howe@hask12.org

Patterson Elementary: Erika.Stevens@hask12.org

Holly Elementary: Jodi.Berry@hask12.org

Holly Middle School: Patricia.Burgess@hask12.org

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