

Valparaiso Community School Corporation

Valparaiso High School

Title: **Parking Lot Supervisor & Cafeteria Lunch Aide**

Qualifications:

- Be available from 7:45 - 2:45 when school is in session
- Must have a valid Driver's License

Job Goal:

- To ensure the safety of staff and students by monitoring the perimeter school grounds and through supervision during and between lunch periods

Expectations:

- Monitor the building and perimeter of school grounds
- Checking parking permits and issuing fines, if needed
- Monitor students during all lunch periods
- Assist with cleaning up the cafeteria
- Maintain high standards as a role model, while advocating the skills, mission and objectives of the school and district
- Promote good citizenship, be understanding and fair, and display a character of integrity
- Effectively communicate with students, parents, teachers, and administrators
- Other duties assigned by principal

Reports To:

- Building Principal or designee

Compensation:

- \$10/hour
- 6.5 hours daily/32.5 hours weekly

To Apply:

- Submit all application materials via AppliTrack at <http://www.applitrack.com/valpo/onlineapp/>