

## **Recess Supervisor**

Status: Part-Time; 4.75 hours/day (10:30AM-3:15PM) on student contact days

### **Overall Objectives**

Provides recess supervision to ensure student safety

### **Responsibilities**

- Supervises daily outdoor/indoor recess for students in grades K-8
- Manages student behavior and ensures student safety
- Communicates with team members via radio to report issues/concerns immediately
- Performs first-aid or other health/safety interventions as needed

### **Professional Conduct**

- Models and encourages all behavior outlined by the Board-approved Professional Conduct Policy.
- Maintains a professional image
- Completes responsibilities in a timely and accurate manner
- Meets set objectives and goals and requires minimal supervision and direction
- Takes pride in work and is committed to quality
- Meets attendance and punctuality guidelines

### **Recommended Qualifications**

- Experienced and comfortable working with students in grades K-8
- Engaging and caring
- Ability to work actively outdoors in all seasons
- Ability to speak fluent Mandarin Chinese preferred but not required
- Team-oriented

### **Employee Requirements**

Must meet all employment requirements including, but not limited to, criminal background checks and reference checks.

**Salary:** \$18.00/hr

**Start Date:** ASAP

**To Apply:** Send Cover Letter, Resume, and Application for Employment to [HR@yinghuaacademy.org](mailto:HR@yinghuaacademy.org)

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