



## Cafeteria Monitor

**Reports to:** School Administrative Assistant

**Employment Status:** Part Time, non-exempt (*10 to 15 hrs. per week from 10:45am-12:45pm Monday to Friday*)

**Pay Rate:** \$15-\$17 per hour

Momentous Institute is a not-for-profit organization with a hundred-year history of serving children and families. Momentous School is an accredited laboratory school educating 248 inner city children from three years of age through fifth grade. The school has a proven record of accomplishment of excellence, demonstrating that children living in urban and low-income settings are capable of remarkable achievements when participating in a true community school.

**The Role:** The Cafeteria Monitor helps create a safe and inviting environment for our students to enjoy their lunch each day. This role is best suited for someone who enjoys building relationships with students and can consistently ensure that students follow a clear set of expectations in order to be successful in a shared space.

*At Momentous School, our mission is to partner with students and families to leverage social emotional health and strong academics to cultivate a community of changemakers.*

### Actions and Responsibilities

- Consistently monitor and support students' behavior while they are eating lunch.
- Encourage students to build healthy relationships with peers and abide by the cafeteria expectations.
- Clean tables after students dismiss from the cafeteria in accordance with sanitation guidelines.
- Support the School Administrative Assistant in creating a warm and inviting atmosphere in the cafeteria.

### Qualifications

- High School graduation or equivalent preferred
- Experience working with elementary aged students required.
- Collaborative and works well in a team

**The ideal candidate will exhibit Momentous Institute's core values:**

Respectfulness, Commitment, Humility, Innovation, and Stewardship

### Physical Demands

- Moving about to accomplish tasks both in indoors and outdoors spaces.
- Requires to constantly communicate with others to exchange information.
- Requires the ability to occasionally lift and moving objects up to 20 pounds.

**Interested:**

Applications are currently being accepted and the position will remain open until filled. Candidates from diverse backgrounds are encouraged to apply.

Please send letter of interest and resume or request an application to:

**Andy Hagman**

School Principal

[ahagman@momentousinstitute.org](mailto:ahagman@momentousinstitute.org)

[www.momentousinstitute.org](http://www.momentousinstitute.org)

Momentous Institute/Salesmanship Club of Dallas maintain a policy of non-discrimination for all employees and applicants in every facet of the organization's operations. Momentous Institute/Salesmanship Club of Dallas maintain hires, trains, and promotes all qualified employees without discrimination on the basis of race, color, sex, religion, national origin, age, military status, disability, genetic information, gender identity, or sexual orientation.

All employment offers are contingent upon successful completion of a criminal background investigation, including a check of the National Sex Offender Registry

**Policy Statement**

**No form of abuse will be tolerated, and confirmed abuse will result in immediate termination. Momentous Institute will fully cooperate with authorities if allegations of abuse are made requiring investigation.**