



## 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

Operated by [Momentous Institute](#), a not-for-profit organization dedicated to strengthening the mental health of children, families, and communities since 1920, [Momentous School](#) is a nationally acclaimed laboratory school providing pre-kindergarten 3 through 5th-grade education. Using decades of research, our strengths-based approach places academic achievement on par with emotional learning, and the results speak for themselves.

- Relationship-based learning
- Brain-compatible teaching and learning
- A focus on strengths and the needs of students and families
- Ongoing data analysis and program improvement
- Excellence in governance and leadership

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

**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 to be successful in a shared space.

### **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 are dismissed 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 move 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 a 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 maintains 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 based on 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/ Salesmanship Club of Dallas will fully cooperate with authorities if allegations of abuse are made requiring investigation.**