



POSTING DATE: April 2023
POSITION TITLE: Program Supervisor– Recess/Lunch/After School Care
REPORTS TO: PreK-4 Principal & Director of Operations
STATUS: Full-Time; Non-exempt
START DATE: August 2023
HOURS: 32-40 hours a week (on student contact days)
CONTACT: HR@lcamn.org

Overview:

LCA hires staff who care about the spiritual and academic growth of their students, who maintain high academic standards, and who love Christ and live by biblical principles. LCA has a community of staff and faculty who join together regularly for prayer, biblical worldview training, celebrations, and staff development.

As an LCA employee, it is essential and foundational to understand, live out, and agree wholeheartedly with Legacy's Statement of Faith, Social Stance, Core Values, and the Profile of a Legacy Employee.

This staff member will oversee the staff and programming of the Recess, Lunch and K-4 Adventures 4 Kids After-School Care. The Program Supervisor is responsible to ensure student and staff safety through appropriately enriching activities and staff scheduling. Individual must be willing to work in both indoor and outdoor active environments. Position will include lunchroom clean up following the last lunch block of the day. Approximate hours are 9:30 am-5:30 pm 5 days a week on student contact days.

Job Requirements & Qualifications:

- Possess a strong Christian faith with a solid knowledge of the Bible, a growing personal relationship with Jesus Christ, and a demonstrated character of integrity.
- Possess a passion for Christian education and student discipleship. Individual must be comfortable connecting the biblical truths and biblical worldview perspectives to the lives of students.
- Oversee the hiring, training, work, and scheduling of all lunch, recess and after-care staff.
- Continually work to create an engaging and enriching recess and after-school environment for all students.
- Serve as the main point of contact for parents and teachers.
- Ability to manage student behavior in large group settings while building positive relationships among students.
- Ability to work with technology in terms of the student information system FACTS, Google Suite, laptop and iPad use.
- Previous experience working with elementary school aged children &/or in recreation is preferred.

How to Apply:

Candidates who meet the qualifications above should follow these steps:

1. Complete the on-line application at <https://www.lcamn.org/about-us/employment/>
2. Attach your resume'
3. Review our [Statement of Faith](#) and [Social Stance](#) on our LCA website.