



Rowland Hall: Lower School Lunchroom Monitor

School Overview

Rowland Hall is an independent school serving over 900 students from preschool through twelfth grade on two campuses in Salt Lake City. Founded as an Episcopal school in 1867, Rowland Hall has been an independent institution since 1933. Rowland Hall's mission is "to inspire students to lead ethical and productive lives through a college preparatory program that promotes the pursuit of academic and personal excellence." The school offers a progressive education that includes a rigorous academic program, excellence in the arts, competitive athletic programs, and a nurturing and inclusive community. Located near the base of the stunning Wasatch mountain range and adjacent to the University of Utah, a world-class research university and medical center, Rowland Hall attracts a diverse community of families who may be third generation Utahns or recent transplants choosing Salt Lake for its recreational and cultural opportunities. The school focuses on attracting and retaining excellent teachers by offering extensive professional development opportunities, salaries competitive with the highest-paying local public school districts, and a close-knit, supportive community.

Lunchroom Monitor Job Summary: Daily management of the flow of students in and out of the cafeteria during lunch hours, including but not limited to cafeteria set up, monitoring student behavior, assisting children as needed, dismissal of students for recess, and assisting the administrator on duty.

Primary responsibilities:

- Management of the flow of students in and out of the cafeteria during lunch hours, assisting children as needed, dismissal of students for recess, and assisting the administrator on duty
- Arrive in the lunchroom at 11:00 to set up
- Set up lunch tray disposal area with cart, tub of soapy water, and hot water
- Greet children, help them find what they need and follow lunchroom behavior expectations
- Help with the organized dismissal of the children
- Wipe off/sanitize tables after departing students, readying tables for next grade level
- Anticipate potential problem situations and intervene or report to the administrator on duty
- Make yourself available to and follow the lead of the administrator on duty
- Help make lunchroom experience pleasant for students
- Inform teachers and administrators of problems and accidents
- If an accident occurs, fill out an Accident Report Form and submit it to the Assistant Principal
- Read and become familiar with the Playground Monitor's Handbook and RH Policy and

Procedure Manual

- Other duties as assigned

The ideal candidate:

- High school graduate, some college preferred
- Able to communicate clearly with children and teachers
- Childcare experience preferred

Hours: 11:00 AM-1:00 PM Mon-Fri

Pay: \$15 per hour

Benefits include: Free lunch, free parking close to U of U, excellent opportunity to work with children.

Equal Employment Opportunity *Rowland Hall is an equal opportunity employer, and as such, believes that each individual is entitled to equal opportunity without regard to sex, color, race, ancestry, religion, national origin, sexual orientation, gender identity, age, physical disability, marital status, veteran status, or any other characteristic protected under federal or state anti-discrimination laws. Rowland Hall's equal employment opportunity practices extend to recruitment, hiring, selection, compensation, benefits, transfer, promotion, training, discipline, and all other terms, conditions, and privileges of employment.*