



Kells Elementary
2290 Cavendish Blvd,
Montreal, Quebec
Tel: 514-487-2345

Kells Academy - Elementary School

Kells Elementary is actively seeking a Part Time Student Supervisor for our Elementary School (K-6) for 13 hours (+) per week.

The Student Supervisor should have experience in child care and positive discipline, and be patient, flexible and enthusiastic. The Student Supervisor will oversee the recess, lunch and after school homework supervision programs. The candidate must adhere to all school policies and protocols.

Responsibilities include:

- **Overseeing students in small or large groups**
- **Ensuring the safety of all students**
- **Implementing school rules and procedures**
- **Ability to manage conflict in a positive manner**
- **Assisting students with homework**
- **Frequent communication with the Principal and Teachers**
- **Occasional assistance with school wide events**
- **Assisting with implementation of Covid-19 protocols**
- **Perform other duties as assigned by the Principal**

Work Conditions and Physical Capabilities

- **Combination of standing, walking**
- **Intermittent hours daily**
- **Long periods of time outdoors in all seasons**

Skills and Qualifications:

Priority given to those with experience in child care and a Child Care Worker or Early Childhood Educator diploma from a recognized college or those enrolled in a University Education program.

- **Knowledge and understanding of the stages of childhood development**
- **Successful experience working with school-age children**

- **Attentiveness to the needs and safety of students with a non confrontational approach**
- **Patience, flexibility, enthusiastic**
- **Excellent English communication skills, French an asset**
- **Applicants must have a clear criminal record check**
- **Must work well as part of a team**

Please submit your letter of application and curriculum vitae to:

hr@kells.ca