

## Operations Open Positions

| Position   | 9am               | 10am | 11am | 12noon | 1pm                       | 2pm                  |
|--|-------------------|------|------|--------|---------------------------|----------------------|
| <b>Lunch Program</b>   |                   |      |      |        |                           |                      |
| Cashier/ Adult VP  | Tues<br>8:30-9(V) |      |      | Wed    | Wed                       | Wed                  |
| Dining Detective   | Tues 8:30-9       |      |      |        | Tues                      | Wed (2)              |
| <b>Program Support</b>   |                   |      |      |        | Wed Staff<br>Mtg Coverage |                      |
| Main Floor Monitor<br>Job is :45 till next hr :45                                    |                   |      |      |        |                           |                      |
| Upper Floor Monitor<br>Job is :45 till next hr :45                                   |                   |      |      |        |                           | ***Tues<br>1:45-3:15 |
| Homework Room Monitor  |                   |      |      |        |                           | Tues                 |
| Playground Monitor   |                   |      |      |        | Wed                       | Wed                  |
| Exterior Monitor   |                   |      | Tues |        | Tues                      |                      |
| Floater (Available after other PS<br>same hour positions filled)                     | Tues              | Tues | Tues | Tues   | Tues                      | Tues                 |
| Family Area Cleaning   |                   |      |      |        |                           | Tues/Wed             |
| Lunchroom Cleaning/Floater   |                   |      | Tues | Tues   | Tues/Wed                  | Tues/Wed<br>2:15     |
| Youth Ambassador (YA)  |                   |      |      |        |                           | Wed 2:15             |
| <b>Teacher's Tots</b>  |                   |      |      |        | Wed Staff                 |                      |
| Lead Teacher (Adult only)<br>**TTot Premium pay if 2-3<br>hour shift**               |                   |      |      |        | Tues                      | Tues/Wed             |
| VP (Adult, Teen or TA-Youth)<br>A/T = Adult OR Teen<br>A = Adult , T= Teen, TA=Youth |                   |      |      |        |                           |                      |
| (#) multiples of slots available   |                   |      |      |        |                           |                      |
| ** Denotes Premium Pay   |                   |      |      |        |                           |                      |
|  |                   |      |      |        |                           |                      |

Updated 4/18/24

**Yellow Highlights** is where help is needed MOST! Thank you for Serving.

## Teacher's Assistant Positions

### **Tuesday**

9:00 – Lab Rats: grades 6-8 - 17-year-old or older TA - Volunteer

12:00 – Fencing 2/ Bouting: grades 8-adult – adult TA – PAID

Requirements: Fencing experience required

### **Wednesday**

11:00 – Singing & Theater: grades 8-12 – adult TA - Volunteer

12:00 - Singing & Theater: grades 8-12 – adult TA - Volunteer

12:00 – Biology with Lab: grades 9-12 – adult TA - PAID

1:00 – World Geo Challenge: grades 5-9 – 17-year-old or older TA - PAID

2:00 - World Geo Challenge: grades 5-9 – 17-year-old or older TA - Volunteer

2:00 – Becoming a Reader: grades 2-3 – adult TA – Volunteer

All teacher Assistant positions need to be assigned through the Teacher Assistant Coordinator, Kristianna Andersen. Paid versus Volunteer status is assigned and is dependent on the current enrollment number of students. Classes for grades K-5 may have a paid TA if there are at least 10 students. Classes for grades 6-12 may have a paid TA if there are at least 12 students.

Updated 4/18/2024

### **Please Contact Coordinators for any of these positions:**

#### **Lunch Program Coordinators:**

Tuesday: LesLi Stewart e-mail: [LunchProgramTues@hche.org](mailto:LunchProgramTues@hche.org)

Wednesday: Jennifer Paz e-mail: [LunchProgramWed@hche.org](mailto:LunchProgramWed@hche.org)

#### **Program Support Coordinator:**

Tuesday: Don Damborg e-mail: [ProgramSupportTues@hche.org](mailto:ProgramSupportTues@hche.org)

Wednesday: Lora Horton e-mail: [ProgramSupportWed@hche.org](mailto:ProgramSupportWed@hche.org)

#### **Teacher Assistant Coordinator:**

Kristianna Andersen e-mail: [TACoordinator@hche.org](mailto:TACoordinator@hche.org)

#### **Teacher Tot's Coordinators:**

Tuesday: Hannah Hernandez e-mail: [TeacherTotTues@hche.org](mailto:TeacherTotTues@hche.org)

Wednesday: Angela Vigil e-mail: [TeacherTotWed@hche.org](mailto:TeacherTotWed@hche.org)