

SCHOOL DISTRICT NO. 67 (OKANAGAN SKAHA)

PLEASE POST ON ALL SCHOOL DISTRICT BULLETIN BOARDS

**School District No. 67 (Okanagan Skaha)
Human Resources Department**

Posting No. 2020-18

TO: All CUPE Local 523 Members

FROM: Cindy Byrd,
Human Resources Manager

RE: NOON HOUR SUPERVISOR(S)

DATE: September 15, 2020

NOTE: ALL PERTINENT CERTIFICATES/DOCUMENTATION INDICATING THAT YOU HAVE THE NECESSARY QUALIFICATIONS LISTED FOR THE POSITION(S) YOU ARE BIDDING ON BELOW MUST BE SUBMITTED WITH YOUR APPLICATION OR BE IN YOUR PERSONNEL FILE AT THE BOARD OFFICE, AND NOTED ON YOUR APPLICATION AND/OR ATTACHED TO THIS POSTING AT THE TIME OF SUBMISSION.

GENERIC DESCRIPTION:

Applications will be received for the following Noon Hour Supervisor positions with School District #67 (Okanagan Skaha). Hours of work are for each day the designated students are in attendance, or as per other duties or arrangements by the Principal. Although the primary duties for each position are stated, duties may include other arrangements or duties as designated by the Principal. Specific duties are as assigned by the Principal.

GENERIC QUALIFICATIONS:

- completion of grade 10
- six months recent successful experience in working with children and/or adolescents such as volunteering or parenting
- demonstrated ability to deal positively and effectively with students, employees and the public
- physical ability to perform all aspects of the job

DAYS/HOURS OF WORK

Unless otherwise indicated, all Noon Hour Supervisor positions are ten month positions and will only work on days of instruction.

PAY GRADE

All pay grades are as per the Collective Agreement.

NAME _____

SIGNATURE _____

SENIORITY DATE _____ Telephone (Home) _____

(Cell) _____

COPIES MAY BE OBTAINED FROM THE SECRETARY AT YOUR FACILITY or AT THE DISTRICT'S WEB SITE "sd67.bc.ca"

**Please note: Bids for Postings are to be emailed to cbyrd@summer.com or dropped off in person at the School Board Office.
DO NOT RELY ON SCHOOL DISTRICT INTEROFFICE MAIL**

Bid in Order of Priority		Hours per day	Location	Details
	1 NOON HOUR SUPERVISOR – 2 positions Effective immediately	0.75 hrs/day	Wiltse Elementary School	\$ 21.12/hr (101) Generic Qualifications as Listed above
	2 NOON HOUR SUPERVISOR Effective immediately	0.75 hrs/day	Uplands Elementary School	\$ 21.12/hr (101) Generic Qualifications as Listed above

Applications must be submitted to the Human Resources Department, attention Cindy Byrd, School Board Office, 425 Jermyn Avenue, Penticton, B.C. not later than **3:00 p.m. Monday, September 21, 2020**. Please indicate your choices (in order of priority).

This is an internal posting for the benefit of existing CUPE 523 members and is posted in accordance with Article 12(a) of the current collective agreement.