

ADAMS CENTRAL COMMUNITY SCHOOLS

222 West Washington Street, Monroe, IN 46772 • Phone: 260-692-6193

OFFICE OF THE SUPERINTENDENT

Mr. Joel Mahaffey



Dawn Cook
Corporation Treasurer

Arnita Heyerly
Director of Human Resources

Kelli Fuhrmann
Secretary to Superintendent

Notice of Vacancy

Date: September 7, 2022

Deadline to Apply: September 14, 2022 or until filled

Position: Lunch Supervision Assistant

Essential Functions of the Position: This position involves circulating throughout the cafeteria assisting K-12 students. Able to communicate with students, correct poor behavior when needed, and encourage good table manners. Assist in dismissing students after lunch in an orderly manner at the scheduled time and assist with the cleanliness of the cafeteria. Communication skills required for school environment. Other duties as assigned by the school administration. This position is approximately 3-4 hours a day, 5 days a week.

Immediate Supervisor: School Administration

Those interested in applying for this position may do so by obtaining an application through the Adams Central Community Schools website: www.accs.k12.in.us and submitting a letter of interest, resume, application, and two recent letters of recommendation to: Adams Central Community Schools, Attn: Director of Human Resources, 222 West Washington Street, Monroe, IN 46772 or via email: hr@accs.k12.in.us.

Adams Central Community Schools is committed to equal opportunities for all. It does not discriminate on the basis of race, color, religion, national origin, sexual orientation, gender identity, disability, or age in its programs, activities, and employment practices (Board Policy Section 5000).



Inspiring and Empowering Students to Succeed