

Westmount Charter School

Lunchroom Supervisor (Elementary Campus)

Part-time, casual position (10:00 a.m. – 1:00 p.m. on school instructional days)

Closing Deadline – until the available positions are successfully filled

EXTERNAL POSTING

Competition #20260309-01

Westmount Charter School is presently recruiting for two (2) full-week, casual Elementary Lunchroom Supervisors. These are casual positions requiring working Monday – Friday on school instructional days. One position will commence as soon as possible, and the other position will commence on April 6, 2026. Both positions terminate on June 24, 2026. Working hours are from 10:00 a.m. to 1:00 p.m. daily. Please refer to the careers section of the school's website at www.westmountcharter.com for detailed information on the duties and qualifications for this position.

Employment is conditional upon receipt of an employee, not a volunteer, current, valid and clear Police Information Check, including a vulnerable sector check.

To pursue this competition, please provide an application letter and a copy of your resume, including the names of two references. Please forward all documents electronically and in confidence to the central office as noted below by the closing date and time. Please be sure to reference the competition number in your application.

Westmount Charter School

728 – 32 Street NW

Calgary, Alberta

T2N 2V9

Attention: Ms. Maria Bernardin

Human Resources Director

Email: humanresources@westmountcharter.com

No telephone inquiries. We thank all applicants for their interest in the position; however, only those selected for an interview will be contacted.

Westmount Charter School provides a welcoming, caring, and safe learning and working environment that respects diversity, strives for equity among our students and staff, and creates an atmosphere of inclusion, generating and fostering a sense of belonging among our community members. All individuals within the school authority have the right to learn and work in settings that promote equity of opportunity, dignity, and respect regardless of race, age, ancestry, place of origin, colour, religious beliefs, gender, gender identity, gender expression, physical or mental disability, marital status, family status, socioeconomic status, and sexual orientation.