



LUNCH TEAM MEMBER

Reports to: Director of Operations

Duration: 10 months

Start Date: August 9, 2018

Our School

Altura Prep is a brand new school that seeks to create outstanding outcomes for students, while simultaneously being the best place to work in our city! We are looking for incredible educators committed to placing every student on the path to college, while also building a strong organizational culture that supports each adult to grow, achieve, and find joy in their work. **Altura Prep** was recommended for approval by Public Education Commission in September of 2017 and will open in southeast Albuquerque on August 14, 2018 to 198 students in kindergarten, 1st, and 2nd grades growing one grade level a year until we reach 5th grade in the 2021-22 school year.

Position Summary

The Lunch Team Member position is part-time, lunch staff position. The Lunch Team supports all **Altura Prep** students with implementing smooth lunch and cafeteria procedures while serving lunch at the school. Lunch Team members are responsible for maintaining school-wide behavioral expectations and ensuring that all students are able to eat in a calm, clean, and orderly environment. The Lunch Team is also the first line of adults to ensure that the school meets the requirements of providing a balanced school lunch to students. All staff **members** are responsible for building strong and positive relationships with students and actively engaging with their colleagues.

Reasons you'll love working at Altura Prep:

- **Opportunity:** You get to contribute meaningfully to making sure that students are successful in classes each day
- **Support:** You will receive regular feedback from Director of Operations, and you will be part of a team focused on creating a great school environment for each student.
- **Collaboration:** You will be a part of a dynamic team that makes time to connect daily and weekly to learn from each other and celebrate.
- **Success:** You will be a part of a school designed around student and staff success – from outstanding student achievement to staff retention and satisfaction, we aim to succeed!

Reasons we'll love you:

- **Thoughtful:** You are considerate of others and ensure that each student receives proper nutrition in the proper environment
- **Innovative:** You find yourself seeking ways to improve and challenge existing systems and processes daily
- **Collaborative:** You prefer to work collaboratively, both with colleagues and families
- **Thorough:** You are detail oriented, and care about doing your job well

Lunch Team Member Responsibilities:

- Maintain high behavioral expectations for all students
- Reinforce school wide procedures and expectations for all students in the cafeteria
- Support contracted food service providers with food service
- Support staff with ensuring cafeteria is clean after lunch service ends
- Monitor student's eating habits and support the school in ensuring that students are served the required foods
- Arrive at school promptly and prepared for work
- Actively incorporate feedback in daily practices
- Reports to Director of Culture, Operations, and Compliance.

Lunch Team Member Qualifications:

Required:

- Strong commitment to, belief in, and alignment with mission and vision of the school.
- High school diploma or other recommendation required
- Demonstrated ability to relate well to adults and children
- Excellent customer service skills.
- Experience in school environments or with children; or experience in a serving kitchen.
- Successful completion of a background check.

Compensation

- **Altura Prep** offers competitive pay.

Start Date

- **Altura Prep** support staff will begin training and orientation on Thursday, August 9, 2018.

Commitment to Diversity

Altura Prep is actively seeking to build a diverse and experienced team. As an equal opportunity employer, Altura Prep hires without consideration to race, religion, creed, color, national origin, age, gender, sexual orientation, marital status, veteran status, or disability.

To apply, please send a cover letter and resume to careers@alturaprep.org and we will be in touch shortly.