



**Johannesburg-Lewiston
Area Schools**

10854 M32 East
Johannesburg, MI 49751
989-732-1773

NOTICE OF VACANCY

June 8, 2022 – Internal/External

Johannesburg-Lewiston Area Schools Concessions Coordinator	
Job Summary	Individual to oversee and organize all concession stands for school events for the 2022-2023 school year.
Qualification Requirements	<ol style="list-style-type: none">1. High School Diploma or GED2. ServSafe Food Manager Certification (may be obtained post-hiring)3. Ability to work well under pressure in a fast paced environment4. Must be highly self-motivated5. Ability to work well with others6. Highly effective organization and communication skills7. Must be physically able to perform all duties of the required position
Essential Duties and Responsibilities	Includes ordering, stocking, staffing, and management of the concession facilities. Individual will not be required to attend all home events but will be required to ensure adequate staffing for all events. Work with school staff to ensure volunteer groups receive proper share of profits.
Wage	\$2,500 per school fiscal year (July 1- June 30). Position is contingent upon program's financial sustainability.
Application Deadline	Until Filled.
Method of Application	All interested candidates should submit a letter of interest and resume to Kathleen Xenakis-Makowski, Superintendent at applications@jlas.org
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