

JOB VACANCY POSTING
Eagle Care Director: Part-time

- Job Position:** Eagle Care Director at St. John's Lutheran School and to supervise staff
- Job Duties and Responsibilities:**
- * Responsible for providing care & supervision to children entrusted to the program.
 - *Schedule and supervise all Eagle Care employee
 - *Implement School Board policies & procedures
 - *Work with the school bookkeeper on billing and Accounts receivable
- Job Qualifications:**
- *A minimum of a high school diploma
 - *Previous child care & administrative experiences
 - *Strong leadership, management, and organizational skills with the ability to follow through on plans
 - *Strong communication skills with parents, Colleagues, and students
 - *Ability to delegate authority and/or Responsibility effectively as needed.
- Personal Qualifications:**
- *Model the Christian Faith with student & staff
 - *Professional appearance in dress and actions
- Posting Date:** June 7, 2022
- Starting Date:** As soon as position is filled
- Application Instruction:** Submit the following:
Resume or [Application](#)
3 References
- Contact Information:** Julie Berndt, Principal
Phone: 219-362-6692
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LaPorte, IN 46350
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