



**International School of Paris**  
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## Primary School Park Supervisors

The position is based at the International School of Paris in the 16th arrondissement of Paris. The position is part-time for a fixed-term contract starting as soon as possible up until the end of June 2023.

It is essential for all applicants to hold a nationality of one of the European Union countries or valid French working papers.

Interested candidates should send a resume/CV and a letter of application outlining suitability and fit for the position, along with details of three professional referees including email addresses, to [jobs@isparis.net](mailto:jobs@isparis.net).

Please note that a minimum of one reference from your current or most recent employer is a mandatory requirement. Selected candidates will be invited to an interview and undergo pre-recruitment procedures. In accordance with our Child Protection Policy, they will also be asked to provide official criminal background checks from all countries in which they have lived in for the last 10 years.

**Main responsibilities and functions (11h25 hours a week over 5 days):** Supervising and escorting students during lunch break.

In the Primary School, the Park Supervisors will be responsible for:

- Supervising the students during their lunch break
- Actively supervise the students going to and from the Park
- Taking care that students walk safely and in an orderly manner and are respectful to each other and to members of the public
- Actively supervise the students at play in the park and take any necessary precautions and actions to ensure their safety.
- Intervening in any disputes that may arise and completes any relevant paperwork relating to incidents
- Encouraging the children to respect the park's rules and to take care of the environment.

**In the case of interest and availability, up to 3 hours a week can be added to the Park Supervisor's schedule to help with :**

- Actively supervising the students going to and from PE lessons.
- Actively supervising groups of students during PE lessons and taking any necessary precautions and actions to ensure their safety.
- Helping with PE resource organisation.



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**The Successful candidate will:**

- Have relevant experience in supervising children and students.
- Have knowledge of basic administration procedures.
- Be able to communicate clearly, confidently and sensitively with staff, parents and students in English.
- Have the experience and expertise in supporting and being a team member in a work environment.
- Have an interest or experience in sports.

For candidates with team leadership experience, there is also the possibility to act as **Park Coordinator**. The Park Coordinator is responsible for the effective organization and supervision of park activities, and the team of supervisors. She/he is responsible to the Primary School Principal, and liaises with the Vice Principals, the receptionists & the School Nurse.