



Catholic Diocese of Evansville  
Catholic Schools Office  
4200 N. Kentucky Ave • P.O. Box 4169  
Evansville, Indiana 47724-0169  
Phone: (812) 424-5536 • Fax: (812) 424-0973  
Web Address: [www.evdio.org](http://www.evdio.org)

**School Name:** **Good Shepherd**

**Contact Name:** **Kristen Girten**

**Contact Phone Number:** **812-476-4477**

**Contact Email:** **[kgirten@evdio.org](mailto:kgirten@evdio.org)**

**Date Posted:** **4/14/2026**

**Date Closed:** **7/24/2026**

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**Job Type:** **Non-Certified**

**Employment Type:** **Part-Time**

**Title/Position:** **Cafeteria Employee**

**Grade Level/Subject Area:** **Cafeteria Assistant**

**Start Date:** **7/27/2026**

**Job Description/Responsibilities:**

**This position is roughly 29 hours per week, Monday- Friday from 8 a.m. to 1:30 p.m. with days off for school closures. This position includes food preparation, cleaning, and working on large kitchen equipment, such as the dish machine and convection oven. The candidate will also be expected to keep up with yearly staff trainings and ServSafe guidelines.**

**Qualifications:**

**High school diploma is required. Candidates must be able to stand for long periods of time, bend, and lift anywhere from 5-40 lbs.**

**Additional Instructions:**

**Interested candidates should email a letter of interest and resume to Principal Kristen Girten at [kgirten@evdio.org](mailto:kgirten@evdio.org).**

**Application Instructions:**

Thank you for your interest in working for the Catholic Schools of the Diocese of Evansville. Please email a letter of interest and completed application packet to the Catholic Schools Office at [cso@evdio.org](mailto:cso@evdio.org).

**Application Packets** can be downloaded from the Diocese of Evansville website.

Certified Teacher Application <http://www.evdio.org/certified-employee-application-instructions.html>

Non Certified Application <http://www.evdio.org/non-certified-employee-application-instructions.html>

Bus Driver Application <http://www.evdio.org/bus-driver-employee-application-instructions.html>