



JOB OPENING

JOB TITLE	Youth Center Site Supervisor
POSTING DATE	July 26, 2024
CLOSING DATE	Open until filled.
DEPARTMENT/DIVISION	Special Services/HAWK
EMPLOYMENT STATUS	Part-time
START DATE & WORK SCHEDULE	ASAP 15-25 hours per week on a schedule agreed upon between the applicant and the recreation specialist
PAY RATE	\$13.50 - \$15.50 per hour
PREVIOUS WORK EXPERIENCE	Experience working with youth in a formal and/or informal setting is preferred.
EDUCATION:	High School diploma, CPR, and First Aid certification preferred. Archery instructor level 1 or higher is optional for specific programming.
SPECIAL SKILLS & TRAINING	Good communication and organizational skills are required.
BASIC RESPONSIBILITIES	Assist with check-in and check-out of afterschool youth program students. Facilitate students in a variety of break-out spaces throughout the community center. Enforce program policies and rules. With the support of the Education Coordinator, plan a variety of activities for students. Must be available during program hours Monday through Friday 2-6 pm.
HOW TO APPLY	All candidates must complete a City of Farmington Hills employment application . Applications are located at www.fhgov.com or in the Human Resources Department at City Hall (31555 West Eleven Mile Road Farmington Hills, MI 48336). Please email the completed application and supporting documents to hr@fhgov.com or in person to the HR Department for consideration.

EQUAL OPPORTUNITY EMPLOYER