



JOB OPENING

JOB TITLE	CAMP ASSISTANT – Visual Arts
ABOUT THE CITY OF FARMINGTON HILLS UNPLUGGED SUMMER CAMPS:	<p>The City of Farmington Hills is pleased to provide half-day and full day summer camps for the community and surrounding regions. Occurring at multiple locations throughout the City, more than 500 campers per week are engaged in quality general day camp and specialty camp opportunities includes sports, visual arts, music, theatre, dance, nature, field trips, and more.</p> <p>Come work with us:</p> <ul style="list-style-type: none"> • Make up to \$800 per week – Possibly more with Specialty Camps! • Many positions start at \$14 or more per hour. • Incentives include referring a friend, commitment prizes, and a summer rewards program. • Camp Staff have consistent schedules with summer evenings and weekends free.
POSTING DATE	March 5, 2025
CLOSING DATE	Open until filled.
DEPARTMENT/DIVISION	Special Services/Cultural Arts
EMPLOYEE GROUP	Part-Time
START DATE & WORK SCHEDULE	June 2025 Monday- Friday, 35+ hours per week. Must be able to work entire camp season (up to 10 weeks). June-August 2025.
PAY RATE	\$13.50-\$15.50 per hour DOQ
PREVIOUS WORK EXPERIENCE	Experience working with and/or supervising children preferred. Education classes or experience in camp, youth programs, recreation, working with children, or in a related field preferred. Applicants are encouraged to include in application if they also have experience in Dance, Theatre, or Music
EDUCATION:	High School graduate. Some college preferred but not required. College students majoring in education, visual arts, or related field encouraged to apply.
SPECIAL SKILLS & TRAINING	Must be 16 years old. Upon hire, proof of certification or completion of First Aid and CPR certification is required. Strong situational awareness, self-motivation, teamwork, organizational, and communication skills required.

	<ul style="list-style-type: none"> • Program Development: <ul style="list-style-type: none"> ○ Assist in implementing diverse and engaging camp programs that align with the City’s mission and values ○ Support Camp Specialist in facilitating age-appropriate visual arts-based lesson plans to foster learning and fun. Includes games, team-building exercises, and group discussions. ○ Maintain accurate attendance records. ○ Aid in coaching camp aides, Counselors in Training, and Junior Counselors. ○ Other duties as assigned. • Staff Relationships: <ul style="list-style-type: none"> ○ Foster positive relationships and with staff and campers, encouraging camaraderie and teamwork. ○ Clearly communicate with peers to ensure a seamless camp experience. ○ Other duties as assigned. • Supervision and Safety: <ul style="list-style-type: none"> ○ Enforce safety protocols and procedures to create a secure, healthy, and inclusive camp environment for campers. ○ Monitor camper well-being, address any concerns promptly, and collaborate with necessary staff. ○ Aid with camp check-in and check-out each day. ○ Other duties as assigned. • Communication: <ul style="list-style-type: none"> ○ Maintain open and effective communication with campers, families, and fellow staff. ○ Promptly report any incidents, concerns, or noteworthy achievements to supervisors. ○ Other duties as assigned.
BASIC RESPONSIBILITIES	
PHYSICAL DEMANDS	While performing the duties of the job the employee is required to stand, sit, kneel, walk, talk, see, hear, and use hands or fingers to handle objects, and reach with hands and arms. The employee lifts and/or moves up to 30 pounds.
HOW TO APPLY	All candidates must complete an online application . Please create an account and submit online for consideration.

EQUAL OPPORTUNITY EMPLOYER