



JOB OPENING

JOB TITLE	Hawk's Nest Leader
POSTING DATE	July 9, 2024
CLOSING DATE	Open until filled.
DEPARTMENT/DIVISION	Special Services/HAWK
EMPLOYEE GROUP	General
EMPLOYMENT STATUS	Part-time/Temporary
START DATE & WORK SCHEDULE	ASAP 5 to 25 hours per week. Additional hours and work opportunities are available to staff through our Special Services programs.
PAY RATE	\$11.50 - \$13.00 per hour
PREVIOUS WORK EXPERIENCE	Experience working with children in a babysitting setting. Education classes or experience in camp, youth programs, recreation, working with children, or in a related field preferred.
EDUCATION:	High School graduate plus some college experience preferred. College students majoring in education, recreation, or related field preferred.
SPECIAL SKILLS & TRAINING	Superior customer service skills. Free babysitter training is provided which must be completed within 90 days of hire. Upon hire, completion of First Aid and CPR certification is required. Strong situational awareness, self-motivation, teamwork, organizational, and communication skills required.
BASIC RESPONSIBILITIES	Provide a safe, fun, and inviting environment for participants in Hawk's Nest areas. Ensure the health, safety, and well-being of children in the program by providing close supervision of all activities. Effectively develop and implement age-appropriate lesson plans daily.
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 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