



4640 Walnut Lake Road  
West Bloomfield, MI  
48323

Phone: 248.451.1900  
Fax: 248.738.2529

## JOB POSTING

West Bloomfield Parks and Recreation is filling a Summer Nature Camp Counselor aiding our Department's nature based summer camps.

The position is a seasonal position 32-40 hours per week, weekdays; occasional nights or weekends.

### JOB SUMMARY:

- Conduct and assist with camp activities, such as crafts, games, field trips, outdoor recreation and special events
- Ensure the safety and well-being of campers
- Lead and assist in the instruction and development of camp activities
- Communicate effectively with camp parents and camp staff/supervisors, participate in weekly staff meetings
- Other duties as assigned

For a complete job description with primary duties and responsibilities, as well as minimum qualifications, go to [www.westbloomfieldparks.org](http://www.westbloomfieldparks.org) and click on Employment Opportunities.

**HOURS:** Seasonal. Full-time (approximately 32-40 hours per week). The camp day begins at 9:00am and ends at 4:00pm. Park Naturalist will determine actual schedule.

**HOURLY RATE:** \$9.25

**START DATE:** June 20, 2016

**TO APPLY:** To be considered for this position, **please submit a completed application and resume on or before 2/1/16 to:**

Ruth Lyons, Executive Assistant  
West Bloomfield Parks and Recreation Commission  
4640 Walnut Lake Road  
West Bloomfield, MI 48323  
[rlyons@westbloomfieldparks.org](mailto:rlyons@westbloomfieldparks.org)

#### Commission Members

Merv Aronoff  
Robert Brooks  
Margie Fisman-Kirsch  
Joe Green  
Carol A. Hack  
Marc E. Jeffries  
Paul Karmo

*Blank applications are available at West Bloomfield Parks and Recreation or download a copy online at [www.westbloomfieldparks.org](http://www.westbloomfieldparks.org).*

**West Bloomfield Parks and Recreation Commission**

**Summer Nature Camp Counselor**

**Job Description**

**Position:**

1. This position is a seasonal Nature Camp Counselor position with the Recreation Division of the West Bloomfield Parks and Recreation Department.
2. The job assignments for this position include but are not limited to:
  - Conduct and assist with camp activities, such as crafts, games, field trips, outdoor recreation and special events
  - Ensure the safety and well-being of campers
  - Lead and assist in the instruction and development of camp activities
  - Communicate effectively with camp parents and camp staff/supervisors, participate in weekly staff meetings
  - Willing and available to work when/where needed
  - Other duties as assigned
3. Report directly to Park Naturalist and Summer Nature Camp Director.

**Schedule:**

The camp day begins at 9:00am and ends at 4:00pm. Park Naturalist will determine actual schedule. Weekly schedule may include a shift beginning at 7:15am and/or ending at 6:30pm. Staff is to be flexible and available to work when needed. Approximately 25-40 hours per week.

**Salary:**

This position pays hourly. The beginning rate is \$9.25 per hour. Persons serving in this position are not eligible for fringe benefits.

**Qualifications:**

- Must be at least 18 years of age and have some experience working with children
- All staff must pass a criminal history check and central registry clearance
- Currently pursuing a Bachelor's degree in environmental science, biology, education or related field preferred
- Must possess a strong interest and enthusiasm about the environment and a desire to share that appreciation of nature with children (ages 3-14) and the public, as well as must be outgoing, personable and love working with children
- Experience in environmental education program delivery
- Maintain positive communication with participant's parents enrolled in Nature Camp as well as visitors to the Nature Room
- Willingness to work with and care for captive animals including reptiles and amphibians
- Experience canoeing, kayaking, camping with youth preferred
- Assist in interpretive hikes, tours and community programs as needed
- Camps run from June 27<sup>th</sup>- August 19<sup>th</sup>, **MUST** be available during this entire timeframe. **Mandatory** camp training days are the week of June 20<sup>th</sup>.

*Must complete application on our website at [www.WestBloomfieldParks.org](http://www.WestBloomfieldParks.org). Applications Due by 2/1/16. Interviews to be conducted on 2/12/16, 3/11/16, 3/12/16.*

I have read and understand the above Job Description.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Employee's Supervisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date