

REDFORD TOWNSHIP EMPLOYEES' CIVIL SERVICE COMMISSION

15145 BEECH DALY ROAD
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COMMISSIONERS
Dianne Ruhlandt, Chairperson
Duane Gregg
Craig Miller

Superintendent
Donald E. Wood

The Charter Township of Redford is seeking counselors for their Summer Playground Program. The program begins June 17, 2019 and runs Monday-Friday from 10am-4pm through August 9, 2019. Extra hours may be available. Applicants must be 18 years or older and preferably have experience working with youth.

Salary: \$10.62/hour

Examples of work include:

- Employees in this position will be responsible for supervising & monitoring children ages 6-13.
- Daily responsibilities include planning weekly themes, leading and actively participating in all activities, games and field trips.
- Counselors are responsible for ensuring safety rules, policies and procedures are followed.
- Daily interaction with parents/caregiver
- Recording and maintaining accurate records of program participation
- Responsible for responding to, communicating and documenting emergency situations and incidents, including but not limited to First Aid, CPR, Severe Weather, and Missing Child Events.
- Responsible for facility and equipment appearance and cleanliness.
- Perform other duties as assigned.

Interested applicants must complete an application and submit it, along with a copy of your high school diploma, to the Redford Township Personnel Office located at 15145 Beech Daly Road. Applications can be downloaded from our website, www.redfordtwp.com or obtained from the Personnel Office between the hours of 8:30am-4:30pm.

Closing Date to apply is: **May 17, 2019 (or until positions have been filled)**