



JOB OPENING

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| JOB TITLE: | Camp Coordinator - General, TourXplore, Safety Town |
| ABOUT CITY OF FARMINGTON HILLS UNPLUGGED SUMMER CAMPS: | <p>We are seeking enthusiastic and responsible individuals to join our team for the summer. You will play a crucial role in creating a positive and memorable camp experience for children. This is a dynamic position that involves a range of responsibilities, including, but not limited to, leading activities, fostering a safe environment, and energetically and enthusiastically participating in activities with campers. Turtle, Otter, and Penguin staff are required to swim with campers Monday – Thursday. TourXplore Jr and Scout staff are required to swim with campers at swimming field trips.</p> <p>If you are passionate about creating lasting memories for campers, fostering a positive and inclusive environment, and have the skills to ensure a safe camp experience, we invite you to apply. Join us in making this summer an unforgettable adventure for our campers!</p> <ul style="list-style-type: none"> • Many positions start at \$14 or more per hour. • Camp Staff have consistent schedules with summer evenings and weekends free. |
| POSTING DATE: | 3/10/2026 |
| CLOSING DATE: | Open until filled. |
| DEPARTMENT/DIVISION: | Special Services |
| EMPLOYEE GROUP: | Temporary |
| EMPLOYMENT STATUS: | Part-Time |
| START DATE & WORK SCHEDULE: | 35+ hours per week, Monday-Friday from June through August. |
| PAY RATE: | \$16.00 - \$18.50 Hourly |
| PREVIOUS WORK EXPERIENCE: | Previous experience working with children in a camp or recreational setting is required. Degree in education, recreation, or a related field preferred. |
| EDUCATION: | High School graduate. Some college experience is desired. College students majoring in education, recreation, environmental science or related fields preferred. |
| SPECIAL SKILLS & TRAINING: | <ul style="list-style-type: none"> • Must be at least 18 years old. • Strong swimming skills and the ability to swim with and supervise campers in aquatic activities. • CPR and First Aid certification (or willingness to obtain before the start of the camp season). • Positive attitude, patience, and a genuine interest in the well-being and development of campers. • Excellent communication and interpersonal skills. • Ability to adapt to changing situations and problem-solve effectively. |

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| <p>BASIC RESPONSIBILITIES:</p> | <p>Supervision and Safety:</p> <ul style="list-style-type: none"> • Always ensure the safety and well-being of campers. • Supervise campers during scheduled activities, meals, and free time. • Enforce camp rules and guidelines to maintain a secure and inclusive environment. <p>Activity Leadership:</p> <ul style="list-style-type: none"> • Plan and lead a variety of engaging and age-appropriate activities, including games, arts and crafts, and team-building exercises. • Collaborate with Camp Instructors to plan and lead engaging activities, ensuring a well-rounded and diverse program. • Facilitate group discussions and encourage camper participation. • Create and implement weekly lesson plans for educational and recreational activities. <p>Swimming Activities:</p> <ul style="list-style-type: none"> • Actively participate in swimming activities with campers, ensuring their safety and enjoyment. • Provide supervision during swim sessions. • Assist in organizing and implementing water-based games and activities. <p>Lesson Planning</p> <ul style="list-style-type: none"> • Develop creative and age-appropriate lesson plans for various camp activities, ensuring they align with camp goals and objectives. • Integrate educational elements into activities, fostering both learning and fun. <p>Team Collaboration:</p> <ul style="list-style-type: none"> • Work collaboratively with fellow camp counselors and staff to coordinate daily activities and ensure a seamless camp experience. • Attend regular staff meetings and training sessions. <p>Camper Engagement:</p> <ul style="list-style-type: none"> • Foster positive relationships with campers, encouraging camaraderie and teamwork. • Be attentive to the needs and concerns of campers, providing guidance and support as required. <p>Communication:</p> <ul style="list-style-type: none"> • Maintain open and effective communication with campers, parents, and fellow staff members. • Report any incidents, concerns, or noteworthy achievements to camp leadership promptly. • Regularly update camp leadership on the progress of activities, addressing any concerns or adjustments needed. |
| <p>HOW TO APPLY:</p> | <p>All candidates must complete an online application. Please create an account and apply online for consideration.</p> |

The City of Farmington Hills is an Equal Opportunity Employer.

We work hard to enable all employees to succeed, and, to that end, we welcome diverse talent and cultivate an inclusive environment that encourages collaboration and creativity. We're committed to building a workforce where people thrive by being themselves and are inspired to do their best work every day.