



NOW
HIRING

2024 SEASONAL STAFF

- SUMMER DAY CAMP COUNSELOR
- SUMMER DAY CAMP SUPERVISOR
- PARKS MAINTENANCE WORKER
- NATURE CENTER ATTENDANT FILLED
- FARM ATTENDANT
- ATHLETIC FIELD ATTENDANT

Application available online
<https://www.waterfordmi.gov/jobs>



Job Fair & Open Interviews

Wednesday, March 13, 2024
3pm-6pm

Waterford Recreation Center
5640 Williams Lake Road



Waterford
Parks & Recreation

2024 Seasonal Jobs

Questions about our seasonal positions? Contact the team members listed below:

- Camp, nature center & farm positions: Tori Heglin, Recreation Supervisor theglin@waterfordmi.gov or 248-618-6165
- Field attendant positions: Joe Okaiye, Recreation Supervisor jokaiye@waterfordmi.gov or 248-618-7658
- Parks maintenance positions: Alison Swanson, Director aswanson@waterfordmi.gov or 248-618-7549

SUMMER DAY CAMP COUNSELOR OR SUPERVISOR

Counselor (17yrs. +) starting at \$14-\$17/hour

Supervisor (21yrs. +) starting at \$15-\$18/hour

Utilize your skill and compassion to make a difference in children's lives this summer! Must enjoy working with children, animals, nature and outdoors. First Aid/Adult and Child CPR Certification is offered and mandatory. Camps located at Hess-Hathaway Park and Drayton Plains Nature Center.

Mandatory Training: June 17-20 Camps Run: June 24-August 15 Up to 40 hrs./week

Farm Camp (3 wks.): Monday-Thursday 9am-3pm Nature Camp (2 wks.): Monday-Thursday 9am-3pm

Little Farmer's Camp (2 wks.): Monday-Thursday 9am-3pm

Additional hours scheduled for camp preparation and training as needed.

SEASONAL PARKS MAINTENANCE WORKER (17yrs. +) starting at \$14/hour

Field and park preparation for youth and adult sports along with maintenance at various parks in Waterford. Responsibilities include: lining ball fields, restroom cleanup, trash pickup/removal, prepping soccer fields, general landscaping, maintenance, and painting. Must have a valid operator's license.

April 15-October 15, Monday-Friday 7am-3pm, up to 40 hrs./week, plus occasional weekends/evenings for events

NATURE CENTER ATTENDANT (17yrs. +) starting at \$14/hour FILLED

Love nature and the outdoors? Consider working at the Drayton Plains Nature Center. Must have experience with and a passion for Michigan's wildlife, ecosystems, natural features, and habitats. Responsibilities include: opening/closing/cleaning the building, caring for and cleaning up after animals, welcoming patrons, developing creative and interactive displays and programs for visitors to participate in.

April 15 -October 15, (including all holidays), plus special events at the park as needed

Fridays 1pm-5pm Saturdays & Sundays 10am-2pm

FARM ATTENDANT (17yrs. +) starting at \$14/hour

Love animals and have a passion for working outdoors? Work at Hess-Hathaway Park with us!

Responsibilities include: feeding/caring for farm animals, supervising park activities/events/rentals, helping with field trips, birthday parties and opening/closing park. Must have a valid operator's license.

April 15-October 15, (including all holidays), plus special events at the park as needed.

Saturdays & Sundays: 10:30am-6:30pm Mondays & Fridays: 9:30am-3:30pm

Daily Closing Shifts: 4:00pm-8:30pm

ATHLETIC FIELD ATTENDANT (17yrs. +) starting at \$14/hour

Working at various athletic fields, overseeing games/events/rentals. Liaison between the department and coaches, parents, spectators and officials. Must possess great customer service skills and the ability to resolve conflicts. Schedule will vary based on when fields are in use.

HOW TO APPLY:

- Complete the Waterford Township General Employment Application found online at <https://www.waterfordmi.gov/jobs>
- If you are applying for multiple positions, indicate positions on the application. No need to submit multiple applications.
- Submit completed application to Arlene Ward, Human Resources Department award@waterfordmi.gov
- Applications may also be dropped off at the Human Resources Department located on the 3rd floor inside Town Hall, 5200 Civic Center Drive.
- Business hours are: Monday-Friday 8am-5pm through May 24th. 7:30am-4:30pm after May 27. Closed on Memorial Day.