



Revealing **E**xceptionally **A**mazing **L**eaders

Summer Job
Openings

— \$9.50 Hourly —

Community
Ambassadors

—

Junior Organizational
Assistants

—

Camp Counselor in
Training (CIT)

—

Work Permits
Required

THE REAL IS BACK FOR SUMMER 2018

"SHOW US WHO YOU ARE"

Live Cover Letter Upload!

Tell us why community outreach is important to you and why you would be the perfect REAL candidate for a REAL job. Be creative, research what a cover letter describes and bring it to life. Record and upload your video via Vimeo or YouTube and send to 734-740-1062 or email nsumpter@vanburen-mi.org. This will be a big part of your interview. Not all submitted cover letters will be chosen for next steps. For more information pick up The REAL Magazine at the Human Resource Department.

Accepting cover letter's April 9th - May 9th

Deadline is May 9, 2018 at 4:00 pm

No late submissions will be accepted

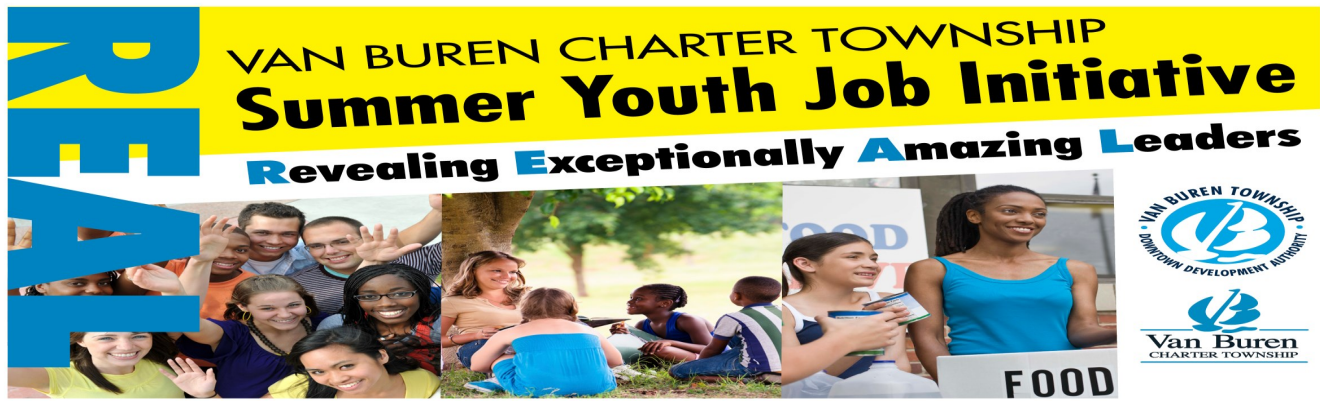


**VAN BUREN CHARTER
TOWNSHIP**

46425 Tyler Road
Van Buren Township, MI
48111

734.699.8900 ext. 9293

www.vanburen-mi.org



The Van Buren Charter Township Summer Youth Job Program will provide job opportunities to eligible youth ages 14-18 earning **\$9.50** hourly.

The six-week program is designed to provide youth participants with the opportunity to develop marketable skills in a REAL work environment. Van Buren Charter Township has several work placements available.

Camp Counselors in Training (CIT's)

- Assist in supervision of children during hours of camp.
- Assist in the creation and implementation of arts/crafts and games.
- Attend staff meetings as needed
- Assist with any problems or situations of camp as needed
- Perform other related duties as assigned by the Director or his/her designee.
- Demonstrate regular and predictable attendance throughout the six weeks.

Community Ambassadors

- Assistance in performing yard work, blight removal, light maintenance, trash to curb clean up throughout Van Buren's Residential areas including subdivisions and Manufactured Home communities.
- Cemetery maintenance and massive clean-up. Beautification project including photo documentation of all tombstones and markers for historical purposes.
- Perform other related duties as assigned by the Director or his/her designee
- Demonstrate regular and predictable attendance throughout the six weeks.

Junior Organizational Assistants

- Assist in archiving museum collections. Digitizing and entering into the Past Perfect Museum collections system. Helping with meeting set-up for Tri-Community meeting and Third Thursday Lectures.
- Learn about genealogical, property, and community research services along with Ancestry.com.
- Perform other related duties as assigned by the Director or his/her designee and Township personnel
- Demonstrate regular and predictable attendance throughout the six weeks.