
PEAK Positions



Partners Empowering All Kids

Application Process for PEAK Positions (only)

In order to be considered for a **Summer PEAK position**, resumes must be submitted by **April 16, 2007**. After school PEAK resumes are accepted on an ongoing basis and will be kept on file for six (6) months from the date submitted.

Please submit a resume and cover letter, three professional references, the completed criminal history background check authorization form and the employment application attachment. Additionally, include a Department of Human Services (DHS) Central Records Clearance Letter. This letter certifies that there are no substantiated allegations of abuse or neglect with the Department of Human Services and it may be obtained at the Department of Human Services or the Family Independence Agency. Send or bring the above items to the Human Resources Department at City Hall, 401 N. Main St., Mt. Pleasant, MI 48858

PEAK Summer Day Camp Program Assistant

\$7.25 - \$7.50 per hour

When jobs become available for the summer or after school program, candidates will be selected from the pool.

General Summary: Works under the general direction of the PEAK Director and PEAK Site Coordinator. Responsible for the direct supervision of children on the camp site and developing programming for on and off-site activities during the six-week summer day camp program.

Minimum Requirements: Recreation, physical education, or elementary education major or minor or juniors or seniors in high school enrolled in an accredited child development curriculum, with demonstrated ability and a minimum of two (2) years experience in planning and organizing recreational activities, programs, and special events for youth ages six (6) through twelve (12). Proven ability to work with co-workers and children in a variety of recreational settings is required. In accordance with childcare licensing requirements, all staff must be at least 18 years of age. Additionally, candidates must successfully complete a drug screen, physical, and TB test. **Candidates are required to provide their own transportation.**

Hours Per Week: Thirty-five to forty (35-40) hours per week during the summer and approximately fifteen (15) hours per week for the after school program.

Employment Duration: Approximately seven (7) weeks, for the summer and throughout the school year for the after school program.