



C R A N B R O O K
Cranbrook Institute of Science
Position Description – Camp Director

Summary of Duties: The Camp Director oversees one grade band of Explore Camp: K, 1-2, or 3-4. Camp Directors organize activities, train staff, answer radio calls requesting assistance (supplies, support, etc.), order and organize supplies, and serve as the primary point of contact with camp families.

Required Qualifications: Undergraduate degree or higher in an area of science/education. Previous curriculum planning experience and experience teaching youth (especially preschool or elementary). Strong customer service, interpersonal, active listening, and public speaking skills. 18+ years of age.

Preferred: Certification in elementary education.

2022 Calendar:

June 6 – July 8: Select days, Monday through Friday. (Onboarding, training, staff meetings, preparing materials.)

July 11 – August 12: Monday to Friday, daily.

August 12 – August 31 - OPTIONAL: Select days, Monday through Friday. (Clean up, reflection, floating departmental assignments.)

Wage: \$20.25 per hour

To apply: Please mail, email, or fax your cover letter, resume, and a completed [Employee Application Form](#) to Human Resources:

Cranbrook – Human Resources
P.O. Box 801
Bloomfield Hills, MI 48303-0801

Email: humanresources@cranbrook.edu
Include “Cranbrook Institute of Science Summer Camp Staff” in the Subject.

Fax: 248.645.3014

Visit the Cranbrook Educational Community [website](#) for more information.

Benefits: Paid training including Red Cross CPR/First Aid (re)certification, discounts for children/grandchildren, annual wage increases.