

# The Holley Institute



*Creating New Worlds for Children and Adults with Deafness, Hearing and Vision Loss*

## Job Description

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Job Title:</b>            | Deaf Art Teacher                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Location:</b>             | Holley Family Village in Brooklyn, Michigan                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Duration:</b>             | Contract. 5 weeks in June - July 2026 (Sunday-Friday each week)                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Pay Range:</b>            | \$450 for Staff Orientation, \$650 per Family Week, \$450 for Teen Week (stipend).                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Job Summary:</b>          | We are looking for a creative and inspiring Deaf Art Teacher to lead our art program during our family weeks. The successful candidate will create a dynamic learning environment where students explore various art mediums and techniques. This role requires fluency in ASL and an understanding of how to make the arts accessible and inclusive for all students. Food and lodging are provided at no cost.                                                                                                                     |
| <b>Key Responsibilities:</b> | <ul style="list-style-type: none"><li>• Design and deliver a full arts curriculum that is culturally and linguistically accessible to Deaf students.</li><li>• Teach various art forms, including drawing, painting, and sculpture.</li><li>• Manage art supplies and maintain an organized and safe art classroom.</li><li>• Coordinate with Program Specialist if art supplies need to be ordered.</li><li>• Attend nightly staff meeting to discuss any problems and changes that need to be addressed during the week.</li></ul> |
| <b>Qualifications:</b>       | <ul style="list-style-type: none"><li>• Native or near-native fluency in American Sign Language (ASL).</li><li>• Experience teaching art to children and/or adults.</li></ul>                                                                                                                                                                                                                                                                                                                                                        |
| <b>Apply:</b>                | If interested, please send your resume to <a href="mailto:theholleyinstitute@gmail.com">theholleyinstitute@gmail.com</a> with the subject line Art Teacher.                                                                                                                                                                                                                                                                                                                                                                          |

## Employment Application

### Instructions for Applicants

Please complete all sections of this application. Incomplete applications may not be considered.  
You may attach a résumé and cover letter if available.

#### Submit completed applications by:

- **Email:** theholleyinstitute@gmail.com
- **Mail or Deliver:**  
Henry Ford St. John Hospital  
The Holley Institute, Suite 223  
22151 Moross Road  
Detroit, MI 48236-2172

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Date Available: \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you a citizen of the United States? YES ☐ NO ☐ If no, are you authorized to work in the U.S.? YES ☐ NO ☐

Have you ever worked for this company? YES ☐ NO ☐ If yes, when? \_\_\_\_\_

Have you ever been convicted of a felony? YES ☐ NO ☐

If yes, explain: \_\_\_\_\_

## Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES ☐ NO ☐ Diploma: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES ☐ NO ☐ Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES ☐ NO ☐ Certificate/  
Degree: \_\_\_\_\_

## References

*Please list three professional references.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

## Previous Employment

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES NO  
☐ ☐

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES NO  
☐ ☐

#### Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Holley Family Village, Inc. is an equal opportunity employer. All applicants will be considered without regard to race, color, religion, sex, national origin, age, disability, or any other protected status.