

The Holley Institute



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

Job Description

Job Title:	Summer Counselor
Location:	Holley Family Village in Brooklyn, Michigan
Duration:	Contract. 5 weeks in June - July 2026 (Sunday-Friday each week)
Pay Range:	\$450 for Staff Orientation, \$700 per Family Week, \$450 for Teen Week (stipend).
Job Summary:	We are seeking a talented and enthusiastic Summer Counselor to assist in children's activities and serve as a positive Deaf role model for families. This role involves working with children and other staff members performing various activities. The ideal candidate is a charismatic Deaf/Hard of Hearing adult that is passionate about working with children. Food and lodging are provided at no cost.
Key Responsibilities:	<ul style="list-style-type: none">• Lead children of various age groups through the summer program activities.• Assist the Drama Teacher and the Art Teacher with their morning programs for the children.• Create a fun and encouraging environment where children can explore their creativity and confidence.• Collaborate with other program staff to ensure the summer programs run smoothly.• Attend nightly staff meeting to discuss any problems and changes that need to be addressed during the week.
Qualifications:	<ul style="list-style-type: none">• Native or near-native fluency in American Sign Language (ASL).• Experience working with children is highly preferred.
Apply:	If interested, please send your resume to theholleyinstitute@gmail.com with the subject line Summer Counselor.

Employment Application

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: _____ Email: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____ Email: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____ Email: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Email: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

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

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Email: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

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

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Email: _____

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: _____