

Joyce M. Washington, *Trustee*  
Norbert Cipowski, *Trustee*  
Gerald "Jerry" Jones, *Trustee*  
Stafford C. Owens, *Trustee*



**FRANK M. ZUCCARELLI**  
*Supervisor*

Jacqueline E. Davis-Rivera, *Clerk*  
Cassandra Holbert, *Assessor C. I.A.O.*  
Robert "Bob" Piekarski, *Highway Commissioner*

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**Thornton Township Youth & Family Services is hiring contractual summer staff for the positions of:**

- Site Coordinators (\$20/hour ~ 30 hours/week)
- Instructors (\$20/hour ~ 28 hours/week)
- Assistants (\$9 - \$10/hour ~ 35/week)

**Position Requirements:**

1. All new applicants must live within Thornton Township boundaries
2. Coordinators & instructors must possess a minimum of a bachelor's degree, must have instructing experience
3. Assistants must have volunteer or work experience, be at least 16 years old & a **current** high school/college student
4. High school students must have at least a 3.0 grade point average (GPA) from the previous and current **semester**
5. College student must have at least a 2.0 grade point average (GPA) from the previous and current semester

**Hiring process for the 2015 Summer Enrichment Program:**

1. Submit required documentation by **3:00 pm on Friday April 10<sup>th</sup>**
2. Interview with group (date to be determined)
3. Complete application & recommendation forms (provided @ interview)
4. Training (if selected from interview)

**Required Documentation due by 3:00 pm Friday April 10<sup>th</sup>:**

1. Current resume
2. Cover letter (addressed to Larry Lawrence @ Thornton Township Youth & Family Services)
3. Most recent school transcripts (unofficial transcripts subject to management approval)

**Questions:**

- For fastest service, please send an email to [iridley@thorntontwp.com](mailto:iridley@thorntontwp.com)
- Or call (708) 596-6040 ext. 2015 (call returned within 48 business hours)

**How to apply:**

- ✓ Turn in ALL documentation listed above by **3:00 PM FRIDAY APRIL 10<sup>th</sup>**
- ✓ ALL DOCUMENTATION MUST BE DELIVERED to:  
Thornton Township Youth & Family Services  
Attn: Larry Lawrence  
14323 S. Halsted  
Riverdale, IL 60827
- ✓ Faxed or electronic documents **WILL NOT** be accepted

**Program information:**

- Program participants are between the ages of 9 and 13 years old
- Program is a medley of scholastic, social, cultural, physical and leisure activities
- Staff are required to have STRONG social skills
- A high level of physical activity is demanded of staff
- Staff must be able to work outdoors in varying weather
- Tentative interview dates are May 5<sup>th</sup> & May 7<sup>th</sup>
- Tentative training dates May 18<sup>th</sup> – May 29<sup>th</sup>
- Tentative program dates are June 15<sup>th</sup> – August 6<sup>th</sup>