


RALEIGH SUMMER YOUTH EMPLOYMENT
RSYE 2007 
"Expanding Your Horizons to Success"

What types of jobs are available?

The Raleigh Summer Youth Employment Program offers approximately 160 jobs this summer. There are many types of positions but mainly three categories:

Office (ages 14-18)

To be considered for office positions, you must have typing and computer related skills. Office staff will file, fax, copy, answer telephones, perform data entry and deal with the public. Office personnel are expected to dress in a professional manner as specified by the employing department.



Recreation Counselors

- **Junior Counselors (ages 16-18 only)** – Youth are expected to interact with the campers and assist senior counselors with games, crafts and other camp activities. Activities are conducted indoors and outdoors. You may request a particular community center that is close to your home. We will try to accommodate this request, but there are no guarantees.
- **Staff Assistants (ages 14-15 only)** – Youth will shadow recreation staff, have no direct interaction with campers and assist with the preparation for games, crafts and other camp activities. Activities are conducted indoors and outdoors. You may request a particular community center that is close to your home. We will try to accommodate this request, but there are no guarantees.



Light Labor (ages 14-18)

Encompasses the following areas:

- Landscaping
- Street clean up
- Warehousing
- Athletic field preparation
- Fleet services (detailing cars, washing bay areas, etc.)
- Paint crew
- General maintenance



Human Resource Counselors (ages 18 and up) – To be considered for this position, you must be mature, have personal transportation, and a valid NC Driver’s License. You will regularly visit youth employees and adult supervisors at job sites, serve as a liaison between Community Services and hiring departments, evaluate youth participants, and assist with counseling and Life Skills training sessions. 1-year experience in social service program or related experience or college degree preferred. This position will be posted at www.raleigh-nc.gov on Friday, March 9, 2007. and will be advertised for two (2) weeks. You can download an application from the website.

Jobs are located throughout the City of Raleigh. List special transportation needs on your application. We will try to accommodate this request, but there are no guarantees.