

City of Los Angeles Department of Recreation and Parks  
**Sunland Recreation Center**  
8651 Foothill Blvd., Sunland, Ca 91040  
Ph. (818) 352-5282

**RECREATION ASSISTANT – CAMP COUNSELOR (6 positions available)**

**Hours Available**

4 to 39 per week. Schedule and hours available will be based on program needs, number of activities the applicant is able to instruct, and enrollment. Availability Monday through Friday 8:30AM-5:30PM.

**Job Description**

Specialty Camp Councilor - Supervision of campers and instruction in specialized camp programs. Applicant will create and implement a lesson plan of activities for specialty camps with may include performance team camp, sports camp, art and science camp, and tiny tot camp. They will also implement other camp related activities including games, arts & crafts, camp songs, water activities, special events, and other theme related programs. Applicant must be able to participate in all scheduled activities and additional duties as needed such as set up, clean up, lifting & moving equipment, canopies, tables, and water coolers. Counselors must adhere to all City and departmental policies as well as all safety and health protocols. Applicants must be able to facilitate one or more of the following programs (or activities similar to):

Sports	Art	Science
Flag Football	Watercolor	STEAM
Basketball	Painting	Cooking
Soccer	Drawing	Robotics
Volleyball	Music	Mad Science
Baseball	Dance (various)	Problem solving games
	Theater	Team Building

**Duties:**

- Prepare sequential, age-appropriate lesson plans or coach practices for school age children
- Teach/coach utilizing positive methods and techniques
- Provide technical training, support, feedback, and safety guidance as appropriate to the camper
- Implement lesson plans, adjusted as necessary for campers needs
- Preparation of facility including equipment setup and teardown
- Custodial care of equipment and supplies associated with the program
- Assist in planning, and facilitating special events, games, shows, and performances
- Ability to act professionally with parents and participants.
- Any additional responsibilities assigned by the Park Director or the Recreation Coordinator

**Qualifications:**

- Applicants must be at least 18 years old
- Must be available for the duration of summer
- CPR/First aid is preferred
- Experience working with school age kids
- Responsible and reliable
- Communicate clearly and effectively, both orally and in writing
- Ability to supervise campers and engage in all camp activities including exposure to the sun and able to stand and walk for extended periods of time
- Ability to move, carry and set up sports equipment, games, crafts, and other supplies needed for programming.
- Enthusiastic, responsible, reliable, professional, and able to display good judgement and inspire campers.

**To Apply**

Send resume to: Nichole Royer  
Senior Recreation Director  
Ph. (818) 352-5282  
Nichole.Royer@LACity.org

**Last day to apply: March 19<sup>th</sup>, 2024**

For candidates seeking initial City employment, in accordance with Los Angeles City Ordinance 187134, information regarding COVID-19 vaccination requirements as conditions of employment be found at: [https://clkrep.lacity.org/onlinedocs/2021/21-0921\\_ord\\_187134\\_8-24-21.pdf](https://clkrep.lacity.org/onlinedocs/2021/21-0921_ord_187134_8-24-21.pdf)