

Mar Vista Recreation Center

11430 Woodbine Avenue, Los Angeles, CA 90066

310-398-5982 office

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DAY CAMP RECREATION ASSISTANT

Positions: 10

Available Hours: Must be available Monday thru Sunday, 7:30am to 10pm. The hours may vary depending on the needs of the program.

Job Description: Recreation Assistant will create activities and lead the campers in fun games, crafts, and sports. Damp Camp Counselor will take a group of 10 to 12 children around the park as well as field trips. They will be the face to face with the parents and children alike.

Duties Performed:

- Implement themed activities throughout camp
- Get sign in and sign out sheets ready daily
- Set up the morning circle
- Set up the snacks
- Adheres to city and departmental policies and procedures
- Follow all health and safety protocols
- Show up on time and prepared

Qualifications:

- Exercise good judgment, courtesy, and tact with children, parents, and staff
- Supervise all camp children
- Communicate clearly and concise, orally and in writing
- Establish and maintain effective working relationships with staff, children and parents
- Utilize quality customer service skills and techniques
- Ability to participate in camp activities and have exposure to sun
- Must be able to be ok wearing a swim attire at water parks and pools

Experience and Education:

- Experience working with children
- Experience in group child care setting
- Experience in working in a day camp
- Experience with Sports & Leagues

Last day to apply: March 21st, 2024

To Apply: Email resume to: cristina.lovett@lacity.org and keith.rice@lacity.org