

City of Los Angeles • Department of Recreation and Parks

**Elysian Valley Recreation Center
1811 Ripple St, Los Angeles, CA 90039
Phone: (323) 666-5058**

Recreation Assistant (5 positions)

Available Hours: 0 - 20 weekly as needed to fill in staff absences or assist with special events. Shifts will vary anytime between 7 am to 9 pm.

Description of Duties: Staff will be required to cover the office, answer phones, work camps, assist with classroom and field set up, coach and officiate.

Qualifications: Office skills such as filing, sorting and organizing. Must have good customer service and strong communication skills. Bilingual in Spanish preferred. A strong knowledge of sports and officiating is preferred as well as a background working with children.

To Apply: Send resume to:

Elysian Valley Recreation Center
1811 Ripple St. Los Angeles, CA 90039
Email:elysianvalley.recreationcenter@lacity.org

Last Day to Apply: February 22, 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