

Elysian Park Recreation Center

929 Academy Road
Los Angeles, CA 90012

CSP CAMP DIRECTOR

Community School Parks
(5 Positions)

Location

Assigned to Community School Parks locations in specific areas within the City of Los Angeles; headquarters will be Elysian Park Recreation Center: *the SF Valley, South LA, San Pedro, Hollywood, Korea Town, plus areas in between. (Instructors hired will be able to choose service area preferences.)*

Available Hours

Estimated 12 – 20 hours per week - Program schedule will be on Saturdays and Sundays from 10am-4pm and 1-2pm weekdays in the afternoon/evening for class prep/marketing.

Pay Rate

\$28.37 (Rec. Instr. D) based on experience/credentials

Job Description / Duties

Under the direction of the Senior Recreation Director, will supervise the operation of the Community School Parks (CSP) location; including, but not limited to, supervise staff, coordinate and communicate with school representatives, individual or group activities; supervise children; lead children in creative activities, indoor and outdoor games, sports, arts & crafts, basic maintenance, etc. Must be able to attend/lead all site training sessions and have basic computer skills. May be required to drive a city van.

Qualifications

- Supervisor experience is desirable but not required.
- Experience working with children ages 5-13 years old in a camp/after school group environment.
- Ability to problem solve and communicate effectively with parents, youth, co-workers and supervisors.
- Must possess a valid CA driver's license and be willing to be van trained to drive a city van.
- Must have reliable transportation and be willing to travel to various parts of Los Angeles.
- All City of Los Angeles employees are mandated to be fully vaccinated & must be willing to wear a mask during work hours.
- Must be punctual, autonomous, self-governing, and motivated towards excellence.
- Desire to promote classes in a community through word of mouth, networking with local schools, recreation centers and community organizations;
- Delivering and distributing flyers to schools, organizations, and local businesses.
- Effectively communicate with community members, school staff and program parents.
- Bilingual is a plus.
- Applicants are specifically chosen for their ability and desire to work in a public recreation setting.

To Apply

Send Resumes to: rap.lakids@lacity.org

(Application process will include a verbal interview and a possible class setting audition. Please come prepared to show a portfolio.)

Last Day to Apply: Open until sufficient applications received