

City of Los Angeles Department of Recreation and Parks  
BALBOA SPORTS CENTER  
17015 Burbank Blvd. Encino, CA 91316  
818-756-9642  
Balboa.SportsCenter@lacity.org

**RECREATION AIDE: SUMMER CAMP JUNIOR COUNSELOR**

Age requirement: Ages 14-17

Available Hours: 0-35 hours a week  
June 3, 2023 to August 18, 2023  
Variable Hours available Monday – Friday, 7:00am to 6:00pm.  
Must be available 8 of the 9 Weeks of Camp.  
Exact Schedule will vary weekly based on the needs of the program.  
\* Mandatory training JUNE 3 and JUNE 10, 9AM-4PM

Positions Available: Four Recreation Aide Positions Available

Rate of Pay: \$ 16.04 per hour

*(The current salary range is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.)*

Description of Duties: Under the direction of Recreation Assistants and Camp Director:  
Duties include, but are not limited to: Preparation, Set-up, Clean-up of activities, and following schedules. Assist park staff in guiding campers and participating in all activities and field trips. Distribution of information and communication with parents. Any additional duties as needed for the effectiveness of the program. Candidates must be enthusiastic, energetic, and creative.

Qualifications:  
Honest, reliable and dependable;  
Experience working with children ages 5-15 is a plus but not mandatory  
Must use sound judgment in problem solving, working with children, communicating with parents and dealing with the public  
CPR/FIRST AID Certified is a Plus (Proof will be required)  
Ability to lift equipment up to 25 pounds

To Apply: Send email or Resume to the following:

Balboa Sports Center  
17015 Burbank Blvd.  
Encino, CA 91316

Email: [Balboa.SportsCenter@lacity.org](mailto:Balboa.SportsCenter@lacity.org)  
[Kathrynn.Penny@lacity.org](mailto:Kathrynn.Penny@lacity.org),  
[Justin.Flint@lacity.org](mailto:Justin.Flint@lacity.org)

Subject: Recreation Aide, Summer Camp Counselor

Last Day to Apply: May 18, 2023

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/online/docs/2021/21-0921\\_ord\\_187134\\_8-24-21.pdf](https://clkrep.lacity.org/online/docs/2021/21-0921_ord_187134_8-24-21.pdf)