

CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS  
**BELLEVUE RECREATION CENTER**  
826 LUCILE AVE.  
LOS ANGELES, CALIFORNIA 90026  
PHONE: (323) 664-2468 FAX: (323) 666-9184

**RECREATION ASSISTANT (Soccer and Football)**

NUMBER OF POSITIONS AVAILABLE

2

**HOURS AVAILABLE**

- Hours Varies
- Monday — Friday 4:00pm -9:00pm
- Saturdays 7:30am — 6:00pm
- 0-20 Hours per week
- Days and hours will vary based on program needs and the number participants enrolled in the program.

**DESCRIPTION OF DUTIES:**

Must have knowledge in the game of Soccer and or Football. Duties may include but are not limited to organizing individual or group soccer and or football activities, run evaluations and drafts to form league teams. Set up and tear down equipment and prep fields. Conduct instructional clinics and ability to coach, officiate or score keep. Traveling to different sites. Communicate effectively with players, patrons, volunteers and staff. Provide a safe and positive environment.

**QUALIFICATIONS:**

- Must be at least 18 years of age.
- Must have thorough knowledge of the game of Soccer and or Football.
- Must be able to step in as a coach or to officiate games.
- Experience working with children is required.
- Capable of taking supervisory directions from multiple program staff.
- Ability to communicate effectively with parents, players, staff and the community.
- Must be able to lift and carry up to 50 pounds of equipment, such as soccer goals, placing chalk to line the fields, carry tables and chairs, etc.
- Must be bilingual in Spanish.

**TO APPLY, PLEASE E-MAIL OR FAX RESUME TO:**

E-mail: [Jimmy.macwilliams@lacity.org](mailto:Jimmy.macwilliams@lacity.org) Recreation Facility Director  
Fax (323) 666-9184  
Bellevue Recreation Center

**LAST DAY TO APPLY: January 10, 2020 or until filled**