

City of Los Angeles Department of Recreation and Parks

## **Cheviot Hills Recreation Center**

2551 Motor Avenue, Los Angeles, CA 90064

310-837-5186 office

[cheviothills.recreationcenter@lacity.org](mailto:cheviothills.recreationcenter@lacity.org)

### **SUMMER CAMP COUNSELOR**

Positions: 15

**Available Hours:** Hours vary but will not exceed 39.5 hours a week; must be available M-F, 8:00am to 6:00p.m. Hours may vary depending on the needs of the program.  
June 6– Aug 21.

**Job Description:** Camp Counselors will create activities and lead campers in sports, general camp games, camp songs, cooking, special theme activities and crafts. Counselors may be switched between Day Camp, Sports Camp, Drama Camp, Venture Camp, or Junior Camp. **-Must be available to work the entire dates of the summer camp. June 6-Aug 21<sup>st</sup>.**

#### **Duties Performed:**

- Create and implement themed activities throughout camp
- Set-up, break-down camp games and activities for campers
- Participates in all camp activities and songs
- Aids in the execution of special events, scavenger hunts and activities
- Adheres to City and departmental policies and procedures; performs related duties as required
- Show up **on time and prepared**

#### **Qualifications:**

- Exercise good judgment, courtesy, and tact with staff and public
- Supervise children in a variety of programs, trips and special events
- Conduct recreational activities
- Communicate clearly and concisely, orally and in writing
- Establish and maintain effective working relationships with parents, the public, staff and other agencies
- Utilize quality customer service skills and techniques

#### **Experience and Education:**

- Experience in group child care setting preferred

**Due Date:** E-mail resume by March 4th, 2020  
Interviews will be conducted March 10-19<sup>th</sup>, 2020

**To Apply:** Email resume to: [Kirstin.zullo@lacity.org](mailto:Kirstin.zullo@lacity.org)