



CLASS PARKS / TEEN PROGRAMS

3900 CHEVY CHASE DRIVE
LOS ANGELES, CA 90039
(818) 243-2490



RECREATION INSTRUCTOR - Youth Employment Internship Program (YEIP)

POSITIONS AVAILABLE: 5

AVAILABLE HOURS: 0-20 hours per week, depending upon need and availability.

Various shifts Monday- Friday between 9:00am-9:00pm. Applicants must be available Saturdays for program classes during the LAUSD school session (August - June).

PAY RATE: **\$21.72 - \$32.26 / hour**

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

The Recreation Instructor will play a key role in the Youth Employment Internship Program (YEIP) by developing, implementing, and overseeing structured instructional programs that provide teens with valuable job skills and professional development. Working under the supervision of the Senior Recreation Director, the Instructor will develop curriculum, train staff, and ensure program quality and effectiveness.

By joining us, you play a crucial role in shaping a positive and enriching experience for the youth in our communities. If you're passionate about youth development and ready for an exciting challenge, apply now to be a part of our impactful team.

DESCRIPTION OF DUTIES:

- Develop detailed lesson plans and instructional materials tailored to the YEIP curriculum, focusing on career readiness, leadership, financial literacy, and professional skills.
- Ensure that curriculum aligns with YEIP objectives and youth development goals.
- Train Recreation Assistants and other support staff on class processes, instructional strategies, and program objectives.
- Mentor staff to promote consistency and high standards across all instructional sessions.
- Manage designated aspects of the program, ensuring high-quality instruction, engagement, and participant success.
- Supervise groups of up to 40 teens (ages 11-17), fostering a positive, supportive, and engaging learning atmosphere.
- Lead interactive, skills-based workshops and activities that prepare teens (ages 11-17) for future employment opportunities. Topics may include resume building, interview techniques, workplace etiquette, and problem-solving exercises.
- Lead both creative and physical activities, including indoor/outdoor games, sports, team-building exercises, and specialized workshops.
- Incorporate innovative teaching methods and interactive techniques to enhance youth participation and learning.
- Oversee the setup and breakdown of materials and equipment (e.g., canopies, tables, chairs, activity supplies) and ensure all instructional resources are available.

- Collaborate with the Senior Recreation Director on tracking program progress, evaluating participant engagement, and ensuring compliance with YEIP standards.
- Assist in enforcing program rules, emergency procedures, and risk management protocols to maintain a safe and productive environment.
- Provide additional support as needed, including preparing materials, handling paperwork, running errands, or assisting with special projects.
- Support special projects, administrative tasks, and other program needs as assigned by the Senior Recreation Director.

QUALIFICATIONS:

- An associate's degree or higher in education, recreation, social work, youth development, or a related field (or equivalent experience) is preferred.
- At least one year of experience in teaching, training, or instructing youth programs in an educational or recreational setting.
- Prior experience supervising, training, or mentoring staff in program implementation.
- Strong ability to lead, motivate, and engage teens (ages 11-17) in structured learning activities.
- Ability to effectively communicate with youth, parents, co-workers, and supervisors, both verbally and in writing.
- Ability to think creatively and proactively solve challenges as they arise in program settings.
- Must be able to actively lead group activities, including standing, walking, squatting, kneeling, and lifting/carrying up to 20 lbs.
- Must be dependable, punctual, and responsible in carrying out assignments.
- Driver's License Preferred - Applicants should be willing and able to drive city vehicles (passenger vans) and will be van-trained by city personnel.

TO APPLY: Apply to the Google form link or QR code.

<https://bit.ly/CLASSParks>

LAST DAY TO APPLY: Thursday, April 10th, 2025



SCAN ME