

CITY OF LOS ANGELES • DEPARTMENT OF RECREATION AND PARKS

MacArthur Park Community Center
2230 West Sixth Street, Los Angeles, California 90057
213.368.0520

RECREATION ASSISTANT
Soccer, Basketball, and T-ball 2021

Available Hours

Hours vary, Up to 20 hours per week; various shifts Monday-Saturday, 8:00 a.m. - 9:00 p.m.

Note: Hours are not guaranteed and depend on clinics, practices, and games schedule.

Job Description / Duties

- Knowledge in the game of Soccer, Basketball and T-ball
- Facilitate and supervise sport activities, tasks including, but are not limited to
 - Organize individual or group sport activities, run evaluations and drafts to form league teams
 - Coordinate with other recreation centers to create a league
 - Provide a safe and positive environment
- Conduct instructional clinics, coach, officiate and score keep
- Setup, breakdown, clean/sanitize equipment, and prep fields
- Communicate effectively with players, patrons, volunteers, and staff
- Attend to any individual needs of the youth ex: injuries.
- Support the Recreation Coordinator and/or Director in establishing rules and emergency procedures with youth.
- Most activities are outdoors and require exposure to the sun and heat for a prolonged periods of time.
- Follow ALL COVID protocols including, but are not limited to, getting weekly COVID testing and wearing a face covering/mask and gloves at all times during work shifts.
- Other assigned duties as assigned by Recreation Coordinator and/or Director (ex: organize registration binder, sport related office work, etc.)

Qualifications

- Must be at least 18 years of age
- Knowledge of the game of soccer, basketball and T-ball
- Experience and ability to lead, problem solve, and communicate effectively
- Ability to participate in all sport activities including walking and standing for long periods of time, squatting, kneeling, lifting/carrying up to 50 pounds of equipment, such as soccer goals, placing chalk to line the fields, carry tables and chairs, etc.
- Willingness and ability to follow directions, be on time, and reliable
- Ability to step in as a coach or to officiate games
- Capable of taking supervisory directions from multiple program staff
- Bilingual in Spanish preferred

To Apply

Send resume to: hua.ling@lacity.org and macarthurpark.communitycenter@lacity.org

Last Day to Apply: October 28, 2021