

City of Los Angeles Department of Recreation and Parks
Robertson Recreation Center
1641 Preuss Rd., Los Angeles, CA 90035
Ph. (310) 479-4119

RECREATION ASSISTANT
SPORTS (5 positions available)

Hours Available

Up to 10 hours per week depending on budgetary and operational needs.
Availability: weeknights 3:30 p.m.-8:00 p.m. and Saturdays 8:00 a.m.-3:00 p.m.
preferred.

Job Description

Seeking candidates proficient in coaching classes, clinics, and leagues for one or more sports including Basketball, Soccer, Flag Football, Volleyball, T-Ball/Baseball/Softball, Gymnastics, and/or Cheerleading.

Duties:

- Prepare sequential, age-appropriate lesson plans for classes and clinics for athletes ages 3 -15 years old
- Coach competitive teams and leagues utilizing positive methods and techniques
- Ability to provide technical training, support, feedback, and safety guidance as appropriate to the sport and athlete.
- Implement lesson plans and coaching strategies, adjusted as necessary for players needs
- Assist with sport league evaluations and drafts
- Assist in scheduling, planning, and facilitating of park practices and games as well as multi park leagues or meets
- Preparation of facility for practice, games, and meets including equipment setup and teardown
- Score keep, officiate, or judge as needed and delegated
- Conduct on-going evaluations of game officials during games: mechanics, knowledge, control of game
- Custodial care of equipment and supplies associated with the sports program
- Ability to interact professionally with parents and participants
- Any additional responsibilities assigned by the Park Director or the Recreation Coordinator such as contacting patrons, sending important reminders, collecting payments, office coverage, submitting documents and distributing supplies

Qualifications:

- Preferred experience in leagues or meets for one or more of the following: Basketball, Soccer, Flag Football, Volleyball, T-Ball/Baseball/Softball, Gymnastics, or Cheerleading
- Working knowledge of rules, strategy, field/court dimensions, and safety preferred
- Ability to follow city policy and procedure in maintaining accurate registration and payment records of all participants

To Apply

Send resume to: Jovan.Herron@lacity.org
Please include **APPLY ROBERTSON SPORTS** in the subject line

Last Day to Apply: April 28, 2022