

CITY OF LOS ANGELES • DEPARTMENT OF RECREATION AND PARKS

Westwood Recreation Center

1350 S. Sepulveda Blvd, Los Angeles, CA 90025

310-473-3610

westwood.recreationcenter@lacity.org

Recreation Assistant – Summer Day Camp Counselor

Positions Available: 10

Available Hours:

Up to 40 hours per week from June 13 thru August 12, 2022

Various shifts Monday-Friday, between 7:00 am and 6:30 pm depending on needs of program

Candidates are expected to be available for all 8 weeks of summer camp.

Job Description:

Seeking motivated, creative, and energetic candidates for the position of Camp Counselor. Work will primarily be outdoors and will involve creating activities and leading campers in sports, camp games, camp songs, arts & crafts, special events, and a variety of other activities based on weekly camp themes.

Responsibilities:

- Greeting parents and youth during check in and/or check out
- Facilitating and supervising recreational activities in a day camp setting for a group of up to 10 children.
- Participating in all camp activities
- Setup, breakdown, and cleaning/sanitizing of equipment such as canopies, tables, and water coolers.
- Assisting with the serving of lunch and preparation/serving of snacks.
- Attending to any individual needs of the youth such as restroom use or injuries.
- Supporting the Recreation Coordinator and/or Camp Director in establishing rules and emergency procedures.
- Must follow all COVID-19 protocols including wearing a face covering/mask at all times during work shift.
- Other duties as assigned by the Recreation Coordinator and/or Camp Director.

Qualifications:

- Experience working with children, ages 5-14 years old, in a camp environment preferred.
- Ability to exercise good judgment and be able to work independently, as well as collaboratively, as needed.
- Ability to problem solve and communicate effectively with parents, youth, co-workers, and supervisor.
- Must be physically able to participate in all camp activities including walking and standing for long periods of time, squatting, kneeling, lifting/carrying at least 20 lbs., and extended sun exposure.
- Willingness and ability to follow directions, be on time, and reliable.

To apply:

Email resume to westwood.recreationcenter@lacity.org by April 28, 2022.