City of Los Angeles Department of Recreation and Parks

Hollywood Recreation Center
1122 Cole Ave
Los Angeles Ca 90038
(323) 467-6847

RECREATION ASSISTANT
Positions available 2

Available Hours
0-20 Hours per week; Summer only (Schedule TBD)
0-20 hours a week Tuesdays, Wednesdays, Thursdays and Saturdays; Fall, Winter, and Spring (Schedule TBD)

Job Description
Under the general supervision of full-time staff, the Recreation Assistant will be responsible for and not limited to coaching, instruction, motivation and safety of all youth during summer camp as well as other center programming and activities throughout the year.

Duties and Qualifications
- Ability to move, carry and set-up sports equipment, and other supplies as needed.
- Ability to teach classes such as music, arts, and dance highly desirable.
- Ability to coach and conduct clinics in basketball, volleyball, baseball and soccer.
- Ability to walk, lift, carry and stand for long periods of time
- Enthusiastic, polite, strong customer service skills
- Responsible, reliable and professional
- Strong and hardworking, excellent work ethic
- Ability to enforce and support City policy, procedure, guidelines, rules and trainings
- Ability to multi-task, self-motivate and work independently
- Possess strong organizational skills
- Recreation and Parks van training preferred
- Computer skills highly desired

To Apply
Send your resume to Hollywood Recreation Center
1122 Cole Avenue, Los Angeles CA 90038
(323) 467-6847
Email: Hollywood.recreationcenter@lacity.org
Attn: Fredrik Matevossian

Last Day to Apply: May 26, 2021