City of Los Angeles Department of Recreation and Parks
Downey Recreation Center
323-227-7752
Downey.recreationcenter@lacity.org

RECREATION ASSISTANT
SPORTS CLINICS and LEAGUES
(4 positions)

Available Hours: Year- Round hours will vary
Monday – Friday 4:00p-9:00
Saturdays 8:00a-3:00pm
Up to 10 hours a week to start

Job Description:
Seeking a candidate proficient in teaching sport clinics, coaching, and score-keeping in Sport Leagues. Must have sport skill ability in one or more of the following sports: Basketball, Soccer, Flag Football, T-Ball Baseball and Volleyball.

Qualifications:
- Must have experience in sport leagues and Sport skill ability in one or more of the following sports: Basketball, Soccer, Flag Football, T-Ball, Volleyball.
- Knowledge of rules, strategy, field/court dimensions and coaching
- Scorekeeping and/or Game Officiating Abilities
- Follow city policy and procedure in maintaining accurate registration and payment records of all participants.

Duties:
- Teach sport clinics to children 3-15 years old
- Prepare sequential, age-appropriate lessons plans for clinics and implement lesson plans in clinics
- Assist in Preparing evaluations and drafts for age divisions, sport league evaluations, scheduling of games and practices, score keep and or Officiate as needed and delegated
- On-going evaluation of game officials during games : mechanics, knowledge, control of game-
- Preparation of Fields / Courts for games.
- Assist in uniform distribution
- Custodial care of equipment and supplies associated with sports program
- Interact professionally with parents and participants
- Assistance in organization, implementation and supervision of the Youth Sports Program, as directed by the Coordinator and the Director
- Any Responsibilities assigned by the Park Director or the Recreation Coordinator

To Apply:
Send resumes to: eduardo.torres@lacity.org
                  mayra.l.alvarez@lacity.org
                  1739 Albion St
                  Los Angeles, CA 90031

Last Day to Apply: August 18, 2021