CITY OF LOS ANGELES • DEPARTMENT OF RECREATION AND PARKS
KEN MALLOY HARBOR REGIONAL PARK
25820 S. VERMONT AVENUE HARBOR CITY, CA 90710
(310) 325-8906

Recreation Assistant
2021

Available Hours:
Up to 20 hours per week
Hours are not guaranteed and based on participant enrollment in planned programs and activities

Job Description: Seeking motivated candidates who can implement outdoor classes and activities for adults and youth.

Responsibilities:
• Greet adults and youth during check in and/or check out.
• Facilitate and supervise recreational programs and activities.
• Supervise a group of 10-12 youth at a time.
• Leading participants in creative activities including outdoor games, sports, special events, arts and crafts, and nature activities.
• Setup, breakdown, and cleaning/sanitizing of outdoor class area.
• Attend to any individual needs of the youth such as injuries.
• Able to function without a cell phone for extended periods of time.
• Support the Recreation Coordinator and/or Director in establishing rules and emergency procedures.
• Agree to weekly COVID testing and the following of ALL COVID protocols.
• Wear a face covering/mask and gloves at all times during work shift.
• Other assigned duties as assigned by Recreation Coordinator and/or Director; ex. preparation of crafts, office work, errands.

Qualifications:
• Experience working with youth/adult and work independently, as well as collaboratively, as needed,
• Ability to problem solve and communicate effectively with youth, adults, co-workers, and supervisor.
• Physically able to participate in all activities including walking and standing for long periods of time, squatting, kneeling, lifting/carrying at least 20 lbs.
• Willing and able to follow directions, be on time, and be reliable.

TO APPLY, PLEASE CONTACT: Cheryl Gray, Senior Director
Phone: 310-325-8906
E-mail: cheryl.gray@lacity.org

APPLICATION DEADLINE: September 6, 2021