



North Hollywood Recreation Center

11430 Chandler Blvd
North Hollywood, CA 91601
(818) 763-7651



Tiara Street Park

11480 W. Tiara Street
North Hollywood, CA 91601
(818) 623-4108

Recreation Assistant

Available Hours: Up to 15 hours per week

Facility: North Hollywood RC

Description:

This position is subject to having the necessary numbers to warrant one staff member for North Hollywood RC. Shift hours will vary from Monday-Saturday depending on program's needs.

Assist full-time recreation staff with the overall operations of the center's programs as needed. Will be responsible for creating flyers, translating flyers/brochures into Spanish (ability-allowing), assisting with programs/classes as needed and assisting with special events as needed. Must be punctual and prepared for program times. **A POSITIVE TEAM PLAYER. ALL THESE DUTIES AND RESPONSIBILITIES ARE TO BE FULFILLED ACCORDING TO THE PARK MISSION AND THE STANDARD SET BY THE DIRECTORS.**

Qualifications:

- Ability to work with children 4-17 years old.
- Be able to communicate with children, adults and other staff.
- Exercise good judgment, courteous and tactful with staff and public.
- Be a team player.
- Spanish speaking a plus but not required.

To apply: Send Resume to:
North Hollywood Recreation Center
11430 Chandler Blvd.
North Hollywood, CA 91601
Email: Brian.e.Cox@lacity.org or Rosie.Perez@lacity.org

Last day to apply: December 17, 2021