

City of Los Angeles Department of Recreation and Parks
Westchester Recreation Center
7000 W. Manchester Blvd. LA, CA 90045
310-670-7473 office
westchester.recreationcenter@lacity.org

Recreation Assistant (Sports Clinic)
Positions Available: 6

Available Hours: Hours may vary depending on the needs of the program, but will be during the week after 3pm and/or Saturday between 9am-5pm.

DUTIES & RESPONSIBILITIES:

- Instructs youth lessons.
- Creates, plans, and implements lesson plans for basketball, football, volleyball and/or soccer leagues and clinics.
- Score-keep and referee.

QUALIFICATIONS:

- At least 3-5 years of experience in sports planning and instruction preferred.
- Able to teach skills and drills of sport.
- Minimum of 3 years of experience with teaching youth preferred.
- Well-versed in Excel, Microsoft Office, Social Media platforms.
- Demonstrate good communication skills. Be direct in dealing with others.
- Candidates with proven job stability through strong work history are ideal.

PHYSICAL REQUIREMENTS:

- Ability to lift, push, pull, carry a minimum of 10 lbs.
- Ability to stand, walk, stoop, kneel, crouch, reach for an extended period of time.
- Ability to bend at waist and perform repetitive foot and hand action.
- Good hand/eye/foot coordination.
- Ability to demonstrate sports ability.

To Apply: E-mail your resume with the subject line “**SPORTS CLINIC**” to:

Lizka Mendoza
Westchester Recreation Center
7000 W. Manchester Blvd.
Los Angeles, CA 90045
Lizka.Mendoza@lacity.org

Apply By Date: January 4, 2022