



City of Los Angeles Department of Recreation and Parks
SYLMAR RECREATION CENTER
13109 Borden Ave. Sylmar, CA 91342
Office: 818-367-5656



Recreation Assistant (Sports)

Available hours:

Year-round hours will vary. Availability between 3:00pm-9:00pm Monday-Friday and/or between 9:00am-5:00pm on Saturday. ***Hours are available depending on the needs of the program.**

Description of Duties:

Applicants proficient in all aspects of sport leagues and league management for basketball, soccer, baseball, softball, volleyball, tennis and track and field preferred. Applicants will plan, prepare, organize and teach clinics and classes, and assist with all duties of the youth sports program as directed by the Recreation Coordinator and Facility Director. Applicants are specifically chosen for their ability and desire to work in a public recreation environment with children and adults and employ methods of safety as required by Recreation and Parks standards.

Qualifications:

- Experience and working knowledge of rules, strategy, and field/court dimensions in the following sports: basketball, soccer, baseball, softball, volleyball and tennis.
- Ability to officiate and score keep when needed.
- Ability to follow city policy and procedure in maintaining accurate registration and payment records of all participants.
- Ability to lift and carry up to 25lbs, and set up/breakdown sport's equipment and games.
- Ability to work in various weather conditions.
- Ability to communicate and maintain a professional relationship with children, coworkers, parents and the public.
- *In accordance with the City's Ordinance 187134, all future City Employees must be fully vaccinated by October 20, 2021.

To apply: Send resume to: Mireya Coronado or Thomas Ortiz
Sylmar Recreation Center
13109 Borden Ave.
Sylmar, CA 91342
Email to: Mireya.Coronado@lacity.org / Thomas.Ortiz@lacity.org.

Last day to apply: January 13, 2022