



CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS

GRANADA HILLS RECREATION CENTER

16730 Chatsworth St. Granada Hills, CA 91344

Office: (818) 363-3556

Granadahills.recreationcenter@lacity.org



SEASONAL RECREATION ASSISTANT

Available Hours: Up to 40 hours / week

Hours: Monday – Friday, 7:30am-6:00pm, Depending on needs of program.

Description of Duties: Summer Day Camp Counselor

Under the general supervision of Recreation Staff, staff would create a high quality, fun experience for every camper ages 5-12 years old. Duties include but are not limited to:

- Organizing individual or group activities;
- Supervising children;
- Leading children in creative activities ranging from singing camp songs, indoor and outdoor games, special events, arts and crafts, hikes, and field trips;
- Dress up for special events and participate in special event activities;
- Set-up and tear down games and activities.
- Complete light administrative work.
- Ensure the safety, well-being, and personal growth of campers.
- Be an active, supportive member of the Day Camp team.
- Problem solve through situations and seek assistance when necessary, follow directions, follow camp objectives, rules, policies, and guidelines, work to ensure all youth are comfortable, safe and included, and perform other duties as assigned.

Qualifications:

- Experience working with children ages 5-12 years old in a camp environment preferred
- Ability to maintain safety standards and procedures
- Know how to swim.
- Applicants available to work from June 10 –August 16, 2019, and any hours of camp operations preferred. Availability for pre camp trainings and/or meetings, as well.
- Punctual and reliable.
- CPR and First Aide trained by the first day of camp.
- Ability to teach a variety of ages and skill levels and be able to plan, organize and lead activities in a proficient manner.
- Have an ability to establish and maintain an effective professional relationship with students, the public, community groups, staff and other relevant agencies.
- Willingness and ability to adhere to and apply Recreation and Parks policies and procedures daily.

To Apply: Send Resume to or apply with:

Michelle Gross De La Hoya
Granada Hills Recreation Center
16730 Chatsworth St. Granada Hills, CA 91344
Email: granadahills.recreationcenter@lacity.org

Last Day to Apply: March 11, 2022