

City of Los Angeles Department of Recreation and Parks

Fernangeles Recreation Center

8851 Laurel Canyon., Sun Valley, CA 91331 • 818-767-4171

RECREATION ASSISTANT

SPORT PROGRAMS

Available Hours: Year-round, hours will vary based on registration and program needs.

Monday– Friday: 4pm-9pm

Saturdays: 7am-4pm

Job Description:

Seeking candidates proficient in coaching, score-keeping, and teaching sports clinics.

Qualifications:

- Experience in sport leagues and sport skill ability in one or more of the following sports preferred: Volleyball, Softball/Baseball, Basketball, Soccer, and Flag Football.
- Knowledge of rules, strategy, field/court dimensions, and coaching preferred
- Scorekeeping and/or Game Officiating Abilities
- Follow city policy and procedure in maintaining accurate registration and payment records of all participants

Duties:

- Teach sport clinics to children 3-15 years old
- Prepare sequential, age-appropriate lessons plans for clinics and implement lesson plans in clinics
- Assist in preparing evaluations and drafts for age divisions, sport league evaluations, scheduling of games and practices, score keep and/or officiate as needed and delegated
- On-going evaluation of game officials during games: mechanics, knowledge, and control of game.
- Preparation of Fields / Courts for games
- Assist in uniform distribution
- Custodial care of equipment and supplies associated with sports program
- Interact professionally with parents and participants
- Assistance in organization, implementation and supervision of the Youth Sports Program, as directed by the Recreation Coordinator and the Park Director

To Apply

Send resume to: Rodolfo Sanchez

Rodolfo.Sanchez@lacity.org

Subject: Recreation Assist. SPORTS—(your name)

Last day to apply: April 29, 2022