

***Downey Recreation Center***

1739 Albion St. Los Angeles, CA 90031 / Office 323-225-7100

Downey.recreationcenter@lacity.org

**Recreation Assistant - Summer Camp Counselor**

(4 positions)

**Available Hours:**

0-20 hours per week

Available to work up to 20 hours per week, Monday-Friday, 7:00 am-1:00 pm or 12:30-6:30 pm (6hrs)

**Job Description:** Seeking motivated candidates who will work as a Camp Counselor mainly outdoors.

**Responsibilities:**

1. Greet parents and youth during check in and/or check out
2. Group leader - facilitate and supervise recreational activities in a day camp setting.
3. Organizing individual and group activities, while being creative and energetic.
4. Supervising a group of 10-12 children.
5. Leading children in creative activities, including indoor and outdoor games, sports, special events, arts and crafts, and hikes.
6. Setup, breakdown, and cleaning/sanitizing of outdoor camp needs; ex: canopies, tables, water coolers, and all games and activities.
7. Will assist with the serving of lunch and preparation/serving of snack.
8. Attending to any individual needs of the youth ex: restroom use, injuries.
9. Must be able to function without a cell phone for extended periods of time.
10. Support the Recreation Coordinator and/or Director in establishing rules and emergency procedures with youth.
11. Available all 9 weeks of camp preferred
12. Must agree to follow ALL COVID protocols.
13. Must wear a face covering/mask and gloves at all times during work shift.
14. Other assigned duties as assigned by Recreation Coordinator and/or Director ex: preparation of crafts, office work, errands.

**Qualifications:**

1. Experience working with a group of 10-12 children, ages 6-12 years old, in a camp environment.
2. Ability to actively lead children and work independently, as well as collaboratively, as needed.
3. Ability to problem solve and communicate effectively with parents, youth, co-workers, and supervisor.
4. Must be physically able to participate in all camp activities including actions such as walking and standing for long periods of time, squatting, kneeling, lifting/carrying at least 20 lbs.
5. Ability to have exposure to the sun
6. Must be able to follow directions, be on time, and reliable.
7. Must be CPR & First Aid certified by the first day of camp.
8. Must be fully vaccinated.

**To Apply:**

Send resumes to: Eduardo Torres, Facility Director  
Eduardo.torres@lacity.org

Last Day to Apply: May 4, 2022