

City of Los Angeles Department of Recreation and Parks

Echo Park Recreation Complex

Recreation Center: 1632 Bellevue Avenue, Los Angeles, CA 90026 / Office: (213) 847-0095

Community Center: 303 Patton Street, Los Angeles, CA 90026 / Office: (213) 481-1033

Email: echoparkrc@lacity.org

7 RECREATION ASSISTANTS (Sports Official & League Assistant)

AVAILABLE HOURS: Hours vary. Preferred candidate availability: 1-10 hours per week, Monday-Friday 4 p.m. - 8 p.m., Saturdays 1 p.m. - 5 p.m., and all game and tournament days.

DESCRIPTION OF DUTIES: Minimum of 2 years of officiating experience preferred. A Recreation Assistant is responsible for planning, implementing, leading and supervising sports activities for youth ages 14 – 17 and working directly with the Recreation Coordinator and Senior Recreation Director II. Attend all planned program trainings and meetings; communicate effectively with players, patrons, volunteers and staff; effectively communicate orally and in writing; provide a safe and positive experience; successfully supervise players, coaches and patrons at all times. Recreation Assistant expected to demonstrate effective leadership and ability to officiate rules in softball, baseball, volleyball, football; enable youth in developing positive skills; provide a safe, inclusive environment and experience. Recreation Assistant preferred to have experience working with children with disabilities.

QUALIFICATIONS: Recreation Assistant candidates should provide a current resume with references and pertinent proof of certifications. Recreation Assistant candidates are preferred to be certified to officiate high school sports and be knowledgeable of updated rules in the following sports: basketball, softball, baseball, volleyball, and football. Recreation Assistant candidates are expected to be able to work scheduled game and tournament days and attend all mandatory trainings (specific dates and times TBA). Recreation Assistant preferred to have prior experience with officiating; knowledge of all current rules; ability to work effectively and positively with people; ability to work in a fast-paced environment and efficiently multi-task; ability to be punctual, dependable, and participate effectively with other staff.

TO APPLY PLEASE EMAIL RESUME TO:

Jose Maciel, Senior Recreation Director II

jose.maciel@lacity.org

Office: 213-250-3578

LAST DAY TO APPLY: May 10, 2022