

CITY OF LOS ANGELES • DEPARTMENT OF RECREATION AND PARKS
Lincoln Height Recreation Center
Recreation Assistant - Day Camp Counselor

Available Hours: 0-20 hours per week
June 13 thru August 12

Various shifts Monday-Friday, between the hours of 7:30 am -6:30pm

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

Responsibilities:

- Greet parents and youth during check in and/or check out
- Group leader - facilitate and supervise recreational activities in a day camp setting.
- Including, but are not limited to, organizing individual and group activities, while being creative and energetic
- Supervising a group of 10-12 children
- Leading children in creative activities, including indoor and outdoor games, sports, special events, arts and crafts, and hikes,
- Setup, breakdown, and cleaning/sanitizing of outdoor camp needs; ex: canopies, tables, water coolers, and all games and activities.
- Will assist with the serving of lunch and preparation/serving of snack.
- Attend to any individual needs of the youth ex: restroom use, injuries.
- Must be able to function without a cell phone for extended periods of time.
- Support the Recreation Coordinator and/or Director in establishing rules and emergency procedures with youth.
- Must be available all 9 weeks of camp.
- Must agree to follow of ALL COVID protocols.
- Must wear a face covering/mask while working indoors during work shift.
- Other assigned duties as assigned by Recreation Coordinator and/or Director rex: preparation of crafts, office work, errands.
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Qualifications:

- Must have experience working with a group of 10-12 children, ages 6-12 years old, in a camp environment.
- Must be able to actively lead children and work independently, as well as collaboratively, as needed.
- Ability to problem solve and communicate effectively with parents, youth, co-workers, and supervisor.
- Ability to participate in all camp activities including walking and standing for long periods of time, squatting, kneeling, and lifting/carrying at least 20 lbs.
- Ability to have exposure to the sun
- Must be able to follow directions, be on time, and reliable.

To Apply: Please send resume to vanessa.leyva@lacity.org

Last day to apply: August 5, 2022