

CITY OF LOS ANGELES • DEPARTMENT OF RECREATION AND PARKS
Van Ness Recreation Center
5720 2nd Avenue Los Angeles, CA 90043

Recreation Assistant

NUMBER OF POSITIONS AVAILABLE

1-5

Available Hours:

0-20 hours per week

Evenings and Weekends

Various shifts Monday-Friday, evenings and weekends. Hours are not guaranteed and based on program needs.

Job Description: Seeking responsible, motivated, positive minded candidates who will assist our full time staff with sports programming and other related duties; primarily outdoors.

Responsibilities:

1. Ability to take direction from full time staff and create new programming.
2. Have knowledge and general understanding of sports (Baseball, Soccer, Basketball, Softball, Volleyball, Tennis)
3. Be willing and able to coach some or all of the above sports.
4. Be willing to referee some or all of the above sports.
5. Ability to supervise Children.
6. Ability to work with children with disabilities.
7. Be able to communicate with parents and staff in a professional manner.
8. Ability to assist with some light office work.
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.
13. Other assigned duties as assigned by Recreation Coordinator and/or Director ex: preparation of crafts, office work, errands.

Qualifications:

1. Must have general understanding of the rules for Baseball, Soccer, Basketball, Softball, Volleyball, Tennis etc.
2. Must be able 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. Ability to participate in all park activities including; walking and standing for long periods of time, squatting, kneeling, and 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 fully vaccinated against novel coronavirus.

To Apply:

Send resume to: vanness.recreationcenter@lacity.org (not all resumes will receive a response)

Last Day to Apply:

December 8, 2022