

City of Los Angeles Department of Recreation and Parks
109th Street Recreation Center
1464 East 109th Street, Los Angeles, CA, 90059
Office: 323-566-4561 Email: 109thstreet.recreationcenter@lacity.org

RECREATION ASSISTANT

Available Hours: Must be available to work 0-20 hours a week.

Description of Duties: Looking for a Seasonal Camp, Sports, and GPLA specific Recreation Assistant

Recreation Assistant is expected to plan, organize, coordinate, implement supervise and evaluate daily and weekly activities for youth ages 3-17 who participate in Seasonal Camp sports and GPLA specific Programs. Recreation Assistant must submit projected lesson plan and schedule of daily activities (activity sheet) to Recreation Coordinator, for weekly approval. Recreation Assistant is expected to communicate well with children, parents, and family members. Recreation Assistant must be able to work field trips, coach youth sports and facilitate gender specific programs and classes. Recreation Assistant must be able to employ methods of safety and first aid as required by Recreation and Parks standards. Lastly, Recreation Assistant must be fully vaccinated, prepared to take weekly covid-19 test **(if needed)** and follow **Covid 19 guidelines as mandated by City of Los Angeles Department of Recreation and Parks Department Operations Center (DOC).**

Qualifications: Recreation Assistant with a minimum of 2 years' experience leading youth in sports and GPLA specific programming preferred. Qualified Recreation Assistants must provide a current resume with references and a sample work lesson plan. Recreation Assistant must be able to work at will and throughout the year. Recreation Assistant must have prior experience working with youth and have knowledge/practical experience working with sports and gender specific programs. Recreation assistant is preferred to be CPR certified by the first day of sports programming, have the ability to squat and lift at least 20 lbs., stand on his/her feet for a long period of time, work in the sun and be reliable and dependable at all times.

Meeting Requirements: In order to be placed on the list of available Seasonal Sports and GPLA specific programming, Recreation Assistants must attend all scheduled training dates as assigned by Senior Facility Director, Recreation Coordinator and Camp Director. Specific dates and times TBD.

To Apply: Email response to: Marcus Johnson, Recreation Coordinator, Marcus.d.Johnson@lacity.org, and 109thstreet.recreationcenter@lacity.org If you have any questions please contact us at: **323-566-4561**

Last Day to Apply: January 6, 2023