

City of Los Angeles Department of Recreation and Parks

Victory Vineland Recreation Center

11117 Victory Blvd, Noth Hollywood, Ca 91606

(818) 985-9516



## RECREATION ASSISTANT

(3 spots available)

\$19.59 / per hour

*(The current salary range is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.)*

### Available Hours

0-20 hours per week; various shifts Monday-Friday, 8:30 a.m. – 6:00 p.m.; hours are not guaranteed and based on programs needs or enrollment.

### Description of Duties

- Create plans for daily activities: Classes/Sports/Clinics/Crafts
- Engage with young children in activities that are age-appropriate
- Foster a positive and healthy learning environment
- Take on the role of a Summer camp counselor
- Ensure the classroom is kept in a clean and safe condition at all times
- Read stories to the children as a group activity,
- Follow ALL COVID protocols, including, but are not limited to getting weekly COVID testing and wearing a face covering/mask and gloves at all times during work shifts

### Qualifications

- Prior experience working in school age children
- Certification from a national organization preferred
- Strong knowledge of educational techniques and methods for teaching young children
- Enthusiastic and encouraging
- Excellent verbal and written communication skills
- Ability to implement and teach classes, lead arts and crafts activities, engage children in organized sports and games
- Able to and desires to work in a public recreation environment with children and adults
- Must be able to follow city policy and procedures in maintaining accurate documentation
- Must be fully vaccinated and provide proof of such vaccination to Human Resources or provide religious or medical exception.

### To Apply

Send Resume to:

[luis.aguirre@lacity.org](mailto:luis.aguirre@lacity.org)

Attn: Recreation Facility Coordinator, Luis Aguirre

**Last Day to Apply:**

March 3, 2023

For candidates seeking initial City employment, in accordance with Los Angeles City Ordinance 187134, information regarding COVID-19 vaccination requirements as conditions of employment be found at:

[https://clkrep.lacity.org/onlinedocs/2021/21-0921\\_ord\\_187134\\_8-24-21.pdf](https://clkrep.lacity.org/onlinedocs/2021/21-0921_ord_187134_8-24-21.pdf)