

CITY OF LOS ANGELES – DEPARTMENT OF RECREATION AND PARKS
Lemon Grove Recreation Center
4959 Lemon Grove Ave. Los Angeles, CA 90029 – (323) 66 4144

**RECREATION ASSISTANT
(DAY CAMP COUNSELOR)**

\$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.)

Number of Available Positions: 4

Available Hours: Monday thru Friday, 7:00am to 6:00pm - depending on the needs of the program - up to 20 hours per week.

Job Duties / Description

- Available all 9 weeks.
- Supervise a group of 10-12 children.
- Greet parents and youth during check in and check out.
- Serve as a group leader – facilitate and supervise recreational activities in a day camp setting, including but not limited to organizing individual and group activities, while being creative and energetic.
- Lead children in creative activities including indoor and outdoor games, sports, special events, arts and crafts, and hikes.
- Set up, breakdown, clean, and sanitize outdoor camp needs; ex: canopies, tables, water coolers and all games and activities utilized.
- Assist with the preparing, serving lunch and serving snacks.
- Support the Recreation Coordinator and the Director in Charge in enforcing rules and emergency protocols with the youth.

Qualifications

- Ability to have prolonged exposure to the sun.
- Able to follow directions, be on time and be reliable.
- Team player who will work diligently with the staff, parents and children collectively.
- Experience working with groups of 10-12 children in an age range of 5-13.
- Able to actively lead a group of children, work independently and be a problem solver.
- Able to be an effective communicator when dealing with parents, youth, co-workers and supervisors.
- Able to participate in all camp activities including walking and standing for a long period of time, squatting, kneeling, lifting and carrying at least 20 lbs.
- Must be fully vaccinated or have an approved exemption granted by the City of Los Angeles.

To apply send resume to: jose.aviles@lacity.org / anthony.ramirez@lacity.org

Last Day to Apply: **March 16, 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