

# CITY OF LOS ANGELES

DEPARTMENT OF RECREATION AND PARKS

## STUDIO CITY RECREATION CENTER

12621 RYE ST. STUDIO CITY, CA 91604

Phone: (818) 769-4415 Fax: (818) 769-4724

Email: rapstudiocityrc@lacity.org

### **Recreation Assistant**

#### **Summer Camp Counselor**

**NUMBER OF POSITIONS AVAILABLE: 10**

#### **Hours Available:**

- Mon-Fri
- 8 a.m. - 6:00 p.m.

#### **Weekly Available Hours**

- Varies; 0-30 hours per week

#### **Description of Duties:**

- Ability to teach, lead and assist children Sports Camp. (Sports: Soccer, Basketball, Flag Football, Baseball or Volleyball)
- Ability to supervise children
- Ability and desire to work with children outdoors and indoors.
- Ability to assist with ideas for camp program.
- Ability to teach, lead and assist children in different activities such as arts n' crafts, sports, cooking, etc...
- Ability to work with children with disabilities.
- Be open to all camp activities.
- Be in charge of special events for camp.
- Be able to communicate with Parents and staff
- Leading camp songs during group time.

#### **Qualifications:**

- Applicants must be available to work early morning and late afternoon shifts.
- At least six months of prior experience in supervising children preferred.
- Applicants must be available to attend all training sessions and mandatory staff meetings.
- Applicant must have the ability to develop and implement activities for kids of all ages.
- Applicant must possess an invested passion and enthusiasm for the day camp experience
- Applicant must have reliable transportation.
- Computer skills are preferred.
- Applicant must be available to work full or half days.
- Essential assets for the ideal Recreation Assistant/Camp Counselor is to have enthusiasm for the job, possess good sense of humor, have good character, have good sportsmanship, be responsible, be a good role model, be a team player and have good communication skills.
- Have professional appearance and well groomed.
- By accepting the position, applicant acknowledges that his/her image will be included in promotional materials not limited to photographic, audio and visual media.

**Last day to Apply: March 31, 2023**

#### **To Apply:**

- Send resume to:  
Stephanie Estrada  
Recreation Coordinator  
Ph. (818) 769-4415  
Email: stephanie.estrada@lacity.org

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

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