

City of Los Angeles Department of Recreation and Parks
Sunland Recreation Center
8651 Foothill Blvd., Sunland, Ca 91040
Ph. (818) 352-5282

RECREATION ASSISTANT – CAMP COUNSELOR
(5 positions available)

Hours Available

0-20 hours per week. Hours are not guaranteed but based on budgetary and operational needs. Availability Monday through Friday 7:30AM-6:30PM required.

Job Description

Seeking candidates proficient in planning, organizing, and leading camp programs for school age children.

Duties:

- Prepare sequential, age-appropriate lesson plans.
- Organize supplies and equipment for games, projects, and crafts.
- Set up equipment and supplies and put them away in a neat and organized manner.
- Lead planned activities, games, and crafts, adjusting as necessary for participants needs.
- Run group activities including morning circle, camp songs, and dance performances.
- Foster a positive and healthy learning environment
- Ensure the facility is kept in a clean and safe condition at all times.
- Accompany campers on field trips and water play days.
- Ability to interact professionally with parents and participants.
- Punctuality and regular attendance.
- Any additional responsibilities assigned by the Park Director or the Recreation Coordinator

Qualifications:

- Prior experience working with school age children.
- 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, and engage children in organized games, dance, and performance arts programs.
- Ability and desire to work in a public recreation environment with children and adults.
- Must be able to follow city policy and procedures and maintain accurate documentation.

To Apply

Send resume to: Nichole Royer
Senior Recreation Director
Ph. (818) 352-5282
Nichole.Royer@LACity.org

Last day to apply: April 13, 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