

NORTH HOLLYWOOD RECREATION CENTER

Recreation Assistant - Day Camp Counselor

Available Hours: 0-20 hours per week

June 19 thru August 18

Various shifts Monday-Friday, 7:00 am-1:00 pm or 12:30-6:30 pm (6hrs)

Job Description: Seeking motivated candidates who will work as a Camp Counselor mainly outdoors.

Responsibilities:

1. Greet parents and youth during check in and/or check out
2. Group leader - facilitate and supervise recreational activities in a day camp setting.
3. Including, but are not limited to, organizing individual and group activities, while being creative and energetic
4. Supervising a group of 10-12 children
5. Leading children in creative activities, including indoor and outdoor games, sports, special events, arts and crafts, and hikes.
6. Will assist with Set up, break down, and cleaning/sanitizing of outdoor camp needs; ex: canopies, tables, water coolers, and all games and activities.
7. Will assist with the serving of lunch and preparation/serving of snacks.
8. Attend to any individual needs of the youth ex: restroom use, injuries.
9. Must be able to function without a cell phone for extended periods of time.
10. Support the Recreation Coordinator and/or Director in establishing rules and emergency procedures for the Campers.
11. Must be available all 9 weeks of camp.
12. Other assigned duties as assigned by Recreation Coordinator and/or Director ex: preparation of crafts, office work, errands.

Qualifications:

1. Experience working with a group of 10-12 children, ages 6-12 years old, in a camp environment.
2. Must be able to actively lead children and work independently, as well as collaboratively, as needed.
3. Ability to problem solve and communicate effectively with parents, youth, co-workers, and supervisor.
4. Ability to participate in all camp activities including walking and standing for long periods of time, squatting, kneeling, lifting/carrying at least 20 lbs.
5. Ability to have exposure to the sun
6. Must be able to follow directions, be on time, and reliable.
7. CPR & First Aid certified by the first day of camp preferred.

To Apply: Email Resume to:

Gus Sedano and Rosie Perez

Gus.Sedano@lacity.org

Rosie.Perez@lacity.org

Last Day to Apply: Friday, April 14th. 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-](https://clkrep.lacity.org/onlinedocs/2021/21-0921_ord_187134_8-24-21.pdf)

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