

**CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS
TARZANA RECREATION CENTER**

5655 Vanalden Ave. Tarzana, CA. 91356 (818) 343-5946

**Seasonal Recreation Assistant
(Day Camp Counselor)**

Available Hours:

6-30 hours per week; can vary daily depending on camper enrollment

Available Dates/ Days/ Times:

Monday to Friday, 7:00am-6:00pm, June 12th -August 5th

Description of Duties: Looking for responsible, outgoing, enthusiastic and dedicated Camp Counselor for leading, organizing, planning, and implementing Summer Camp activities ranging from, but not limited to: set-up and clean up of activities such as games, cooking, arts & crafts projects, office coverage, extended care, which includes signing in and out of children, direct supervision of children, field trips, water play, which includes set-up and participation, and ensuring safety of children at all times whether on grounds or on field trips. Counselors will also be responsible for assisting parents with customer service matters in a courteous and professional manner. It is our goal at Camp Tarzana that the children are safe and have fun.

Qualifications: Must possess adequate knowledge and skill. Experience working with children ages 3-13. Preference will be given to applicants with previous summer camp experience. Must be able to teach a variety of ages, have a kind and nurturing manner, and be able to motivate and inspire campers. Counselors must demonstrate patience when working with the children and strive to make camp a fun and safe experience for the children. Counselors must have the ability to swim and be prepared to actively swim & supervise children in the pool, beach and on water theme park field trips. Counselors will lead by example and be positive role models.

Punctuality and observance of work schedule is a must. Counselors must attend required trainings prior to the start of camp (dates to be determined).

To Apply: Send resume to or apply with:

Daniel Hernandez

daniel.hernandez@lacity.org

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5655 Vanalden Ave., Tarzana, CA. 91367

Phone : (818) 343-5946

Last Day to Apply: Friday, April 28, 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