

City of Los Angeles Department of Recreation and Parks
109th Street Recreation Center
1464 East 109th Street, Los Angeles, CA, 90059
Office: 323-566-4561 Email: 109thstreet.recreationcenter@lacity.org

RECREATION ASSISTANT

Available Hours: Must be available to work 10-20 hours a week.

Description of Job Title and Duties: Day Camp, Coed Sports, and GPLA specific Recreation Assistant

Minimum of 2 years' experience as a Day Camp Counselor, leading youth in coed sports and GPLA specific programming preferred. Recreation Assistant is expected to plan, organize, coordinate, implement supervise and evaluate daily and weekly activities for youth ages 3-17 who participate in Seasonal Camp, coed sports and GPLA specific Programs. Recreation Assistant must submit projected lesson plan and schedule of daily activities (activity sheet) to Recreation Coordinator, for weekly approval. Recreation Assistant is expected to communicate well with children, parents, and community members. Recreation Assistant must be able to work field trips, coach youth sports, get in the pool and facilitate specific programs and classes. Recreation Assistant must be able to employ methods of safety and first aid as required by Recreation and Parks standards. Lastly, Recreation Assistant must be fully vaccinated and follow **COVID 19 guidelines as mandated by City of Los Angeles Department of Recreation and Parks Department Operations Center (DOC).**

Qualifications: Qualified Recreation Assistants must provide a current resume with references and a sample work lesson plan. Recreation Assistant must be able to work at will and throughout the year. Recreation Assistant must have prior experience working with youth and have knowledge/practical experience working with sports and various youth programs. Recreation assistant must be CPR certified by the first day of Summer Camp and sports programming, ability to squat and lift at least 20 lbs., stand on their feet for a long period of time, work in the sun and be reliable and dependable at all times.

Meeting Requirements: In order to be placed on the list of available Day Camp Counselor, Youth Coed Sports and GPLA specific programming, Recreation Assistants must attend all scheduled training dates as assigned by Senior Facility Director, Recreation Coordinator and Camp Director. Specific dates and times TBD.

To Apply: Email response to: Marcus Johnson, Recreation Coordinator, Marcus.d.Johnson@lacity.org, and 109thstreet.recreationcenter@lacity.org
If you have any questions please contact us at: **323-566-4561**

Last Day to Apply: May 19, 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