

CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS

ROSE HILL RECREATION CENTER

4530 Mercury Ave.

Los Angeles, CA 90032

RECREATION ASSISTANT (4 positions)

Day Camp Counselor

Summer 2023

Available Hours

0-20 per week, various shifts Monday-Friday, 7:00am-1:00pm or 12:30-6:30pm; June 12 thru August 11; hours are not guaranteed and based on weekly enrollment

Job Description/Duties

- Greet parents and youth during check in and/or check out
- Group leader - facilitate and supervise recreational activities in a day camp setting, including, but are not limited to
 - * organizing individual and group activities, while being creative and energetic
 - * supervising a group of 10-12 children
 - * leading children in creative activities, including indoor and outdoor games, sports, special events, arts and crafts, and hikes
- Setup, breakdown, and cleaning/sanitizing of outdoor camp needs; ex: canopies, tables, water coolers, and all games and activities.
- Will assist with the serving of lunch and preparation/serving of snack.
- Attend to any individual needs of the youth ex: restroom use, injuries.
- Support the Recreation Coordinator and/or Director in establishing rules and emergency procedures with youth.
- Most activities are outdoors and may be exposed to the sun and heat for a prolonged periods of time.
- Other assigned duties as assigned by Recreation Coordinator and/or Director (ex: preparation of crafts, office work, errands, etc.)

Qualifications

- At least 18 years of age
- Experience working with children ages 5-13 preferred
- Ability to relate to ones peer group and children
- Ability to identify and put campers needs first
- Flexibility and ability to accept supervision and guidance
- Present a neat and professional appearance
- Initiative and ability to teach and assist in teaching activities and life skill
- Possess a working knowledge of and be able to physically demonstrate skills of each sport and working knowledge of camp activities, games,
- Good character, integrity, judgment and adaptability

- Enthusiasm, sense of humor, patience, positive outlook and self-control.
- Current CPR and First Aid certification from the American Heart Association preferred
- Good judgment and decision-making skills
- At least one hobby to mainstream into the camp way of life
- Ability to work as part of a team
- Develop fun and positive relationships with camper and co-workers
- Desire and ability to live and work in a community environment
- Ability to speak and perform in front of large groups
- Ability to accept supervision and guidance
- Ability to supervise children in an all-day environment and on field trips
- Unlimited potential for acting silly and creating a fun and safe environment.
- Have a strong desire to make a positive difference in a child's life
- Excellent communication skills; ability to communicate and work in a community environment
- Poses critical thinking skills and techniques to be applied in situations that may arise with campers.
- Ability to participate in any and all activities

To Apply: Send resume to:

Sandra Sedano, Recreation Facility Director

Email: Sandra.sedano@lacity.org

Subject: Rose Hill RC Summer Camp Hiring

Last day to apply: June 1, 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