

City of Los Angeles Department of Recreation and Parks

Pecan Recreation Center

323-262-2736

Pecan.recreationcenter@lacity.org

RECREATION ASSISTANT

(10 positions)

SPORTS CLINICS and LEAGUES

Available Hours: 4:00pm-7:30pm Monday –Friday for Clinics
Monday – Friday 5:30p-9:30 for Sport Leagues
Saturdays 8:00a-3:00pm
Up to 10 hours a week to start

Job Description:

Seeking a candidate proficient in teaching sport clinics, coaching, and score-keeping in Sport Leagues. Must have sport skill ability in one or more of the following sports: Basketball, Soccer, Flag Football, T-Ball Baseball and Volleyball.

Qualifications:

- Experience in sport leagues and Sport skill ability in one or more of the following sports: Basketball, Soccer, Flag Football, Baseball, Volleyball preferred
- Working knowledge of rules, strategy, field/court dimensions and coaching
- Scorekeeping and/or Game Officiating Abilities
- Able to follow city policy and procedure in maintaining accurate registration and payment records of all participants

Duties:

- Teach sport clinics to children 3-15 years old
- Prepare sequential, age-appropriate lessons plans for clinics and implement lesson plans in clinics
- Assist in preparing evaluations and drafts for age divisions, sport league evaluations, scheduling of games and practices, score keep and or Officiate as needed and delegated
- On-going evaluation of game officials during games : mechanics, knowledge, control of game-
- Preparation of Fields / Courts for games.
- Assist in uniform distribution
- Custodial care of equipment and supplies associated with sports program
- Interact professionally with parents and participants
- Assistance in organization, implementation and supervision of the Youth Sports Program, as directed by the Coordinator and the Director
- Any Responsibilities assigned by the Park Director or the Recreation Coordinator

To Apply:

Send resumes to: javier.j.moreno@lacity.org & francisco.cerritos@lacity.org
145 S. Pecan St
Los Angeles, CA 90033

Last Day to Apply: June 15, 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