City of Los Angeles Department of Recreation and Parks

Martin Luther King Jr. Therapeutic Recreation Center
3916 S. Western Ave.
Los Angeles Ca 90062
(213) 847-0878

RECREATION ASSISTANT
Positions available: 4

Two shifts:
A) Monday, Wednesday, Friday 9:00 AM to 1:00 PM.
B) Tuesday, Wednesday, Thursday 5:00 PM to 9:00 PM. Saturday 9:00 AM to 1:00 PM.

Job Description:
Ideal candidate is responsible for planning, organizing, and implementing recreational activities and programs for children ages 3-17 including those with disabilities. Responsibilities may include setting up equipment, leading activities, ensuring participant safety, and promoting a positive and inclusive environment. They may also help with administrative tasks, such as record-keeping and scheduling. Strong communication, organizational, and interpersonal skills are often essential for this role.

Duties and Qualifications:
• Ability to teach, coach, and lead sports activities such as basketball, soccer, baseball, flag football, volleyball and more.
• Ability to move, carry and set-up sports equipment, and other supplies as needed.
• Ability to walk, lift, carry and stand for long periods of time.
• Enthusiastic, polite, strong customer service skills.
• Responsible, reliable and professional.
• Strong and hardworking, excellent work ethic.
• Ability to enforce and support City policy, procedure, guidelines, rules and trainings.
• Ability to multi-task, self-motivate and work independently.
• Possess strong organizational skills.
• Recreation and Parks van training preferred.
• Computer skills highly desired.
• Bilingual -English/Spanish/Other.

To Apply:
Send Resume:
Martin Luther King JR Therapeutic Recreation Center
3916 S Western Ave.
Los Angeles Ca 90038
(213) 847-0878 or Fredrik.matevossian@lacity.org
Attn: Fredrik Matevossian

Last Day to Apply: May 14th, 2024.

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: