RECREATION ASSISTANT
Day Camp Counselor
(4 Positions)

AVAILABLE HOURS: 0-20 hours per week: various shifts Monday-Friday; 7:30am-1:00pm and 1:00-6:00pm: June 12-August 12, 2024: hours are not guaranteed and based on weekly enrollment.

SALARY: $20.00 an hour

DESCRIPTION OF DUTIES:
• Greet youth and parents during check in/out of camp
• Facilitate and supervise activities in day camp: organize individual and group activities, supervise children ages 5 to 12 years old, lead children in activities such as sports, games, crafts, special events
• Assist in training and supervising teens in camp teen program as well as recreation aides
• Set up, break down, clean/sanitize
• Assist with lunch program and snacks
• Attend to individual needs of the youth: restroom use, injuries, etc.
• Support the Coordinator and Director in establishing rules and emergency procedures
• Supervise youth on weekly trips
• Staff will be exposed to the sun and heat for prolonged periods of time during camp
• Follow all covid protocols such as showing proof of vaccination.
• Other assigned duties as assigned by the Coordinator or Director (preparation of crafts, office work, errands, etc.)

QUALIFICATIONS:
• Experience working with a group of children ages 5 to 12 years old in a camp environment is preferred
• Ability to actively lead children and work independently and collaboratively as needed.
• Ability to problem solve and communicate effectively with parents, youth, co-workers, and supervisors
• Must be able to participate in camp activities including walking and standing for long periods of time, squatting, kneeling, and lifting/carrying at least 20 lbs.
• Ability to follow directions, be on time, and be dependable and reliable
• Applicants must be available for all 9 weeks of camp

TO APPLY: Send resume to: Michael.garcia@lacity.org
LAST DAY TO APPLY: June 12, 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: https://clkrep.lacity.org/onlinedocs/2021/21-0921_ord_187134_8-24-21.pdf