## City of Los Angeles Department of Recreation and Parks

# **ROZ WYMAN- PALMS RECREATION CENTER**

2950 Overland Avenue, Los Angeles, CA 90064 (310) 838-3838

# **Recreation Assistant**

### **Available Hours:**

- 5-20 hours per week
- Weekdays/Weekends
- Times vary depending on program

## **Description of Duties:**

- Implement, conduct and oversee group activities for school aged children
- Ability to communicate well with staff, parents and children in a professional manner
- Oversee and actively participate in physical activities
- Ability to work well both independently and in a group setting
- Interact with children during group activities
- Must have basic computer and office skills
- Provide quality customer service to internal and external customers
- Ability to teach and oversee various sports programs

### **Qualifications:**

- Must be at least 18 years old to apply
- Ability to stand for extended periods of time
- Demonstrate strong leadership skills and be able to plan, organize and lead classes and/or activities in a proficient manner

### **Preferred Skills:**

Knowledge in teaching youth sports such as basketball, baseball or soccer

### To Apply:

- Send Resume To: <u>palms.recreationcenter@lacity.org</u>
- Last Day to Apply: September 5<sup>th</sup>, 2024