

City of Los Angeles • Department of Recreation and Parks
Wabash Recreation Center
2765 Wabash Ave. L.A. CA 90033
Ph: 323.262.6534

RECREATION ASSISTANT

Position available: 5

AVAILABLE HOURS: Hours vary. Must be available to work 1-10 hours per week,
Monday- Saturday, 8:00 a.m.-9:30 p.m. (as needed), and all game and tournament days.

DESCRIPTION OF DUTIES:

Recreation Assistant is responsible for planning, implementing, leading and supervising sports activities and working directly with the Recreation Coordinator and Senior Recreation Director. Attend all planned program trainings and meetings; communicating effectively with players, patrons, volunteers and staff; the ability to effectively communicate orally and in writing; provide a safe and positive experience; successfully supervising players, coaches and patrons at all times. Demonstrate effective leadership and officiating rules in basketball, softball, baseball, volleyball, football; enable youth in developing positive skills; providing a safe, inclusive environment and experience. Recreation Assistant should also have experience working with children with disabilities as well as experience conducting girls' sports clinics in various sports such as basketball, volleyball and Softball.

QUALIFICATIONS:

- Ability to provide a current resume with references, and pertinent proof of certifications.
- Should be certified to officiate high school sports and be knowledgeable of updated rules in the following sports: basketball, softball, baseball, volleyball, football.
- Able to work scheduled game and tournament days, and attend all mandatory training (specific dates and times TBA).
- Must have prior experience with officiating; knowledge of all current rules; ability to work effectively and positively with people; ability to work in a fast-paced environment and efficiently multitask; ability to be punctual, dependable, and participate effectively with other staff.

TO APPLY PLEASE EMAIL RESUME TO:

Sergio Rodriguez, Recreation Facility Director
Sergio.a.rodriguez@lacity.org
Office: 323-262-6534

LAST DAY TO APPLY: Wednesday, March 5th, 2025