



City Of Los Angeles • Department of Recreation & Parks
CHEVIOT HILLS RECREATION CENTER
2551 Motor Avenue, Los Angeles, CA 90064
(310) 837-5186 • cheviothills.recreationcenter@lacity.org

Camp Counselor (Recreation Assistant) Ages 18+

Cheviot Hills Recreation Center is dedicated to creating a fun, supportive, and inclusive environment where campers can explore, learn, and grow. Our programs focus on fostering teamwork, creativity, and self-confidence through a wide range of recreational, educational, and adventure activities. We believe in the power of the camp experience to inspire lifelong friendships, build character, and create lasting memories.

Description of Duties: We are seeking enthusiastic, dependable, and responsible individuals to join our team as Camp Counselors. Our ideal candidates are role models who will actively engage with campers, foster a safe and supportive environment, and contribute to a fun and enriching camp experience. As a Camp Counselor, you will have the opportunity to make a lasting impact on campers' lives by fostering a sense of community, building confidence, and creating unforgettable memories. Join our team and help shape the next generation of leaders in a fun, dynamic, and supportive environment.

Key Responsibilities:

- Campers will sign in and out with their Camp Counselor daily; Counselors also serve as the first point of contact for their group's parents/guardians.
- Ensuring the safety and supervision of campers, actively participating in camp activities, and fostering an inclusive environment.
- Alternatively, may be tasked with leading various activities throughout the week, such as games, crafts, and outdoor activities, ensuring all campers are engaged and enjoying themselves.
- Be reliable and punctual; Arrive on time for all scheduled training, work shifts and meetings. Check and respond promptly to work-related emails to stay informed of updates and tasks.
- Communicate clearly and effectively with campers, fellow staff and supervisors.
- Be prepared and organized for the day's activities to ensure smooth operations.
- Prioritize building positive relationships with campers, offering support and encouragement while serving as exemplary role models.
- Maintain appropriate boundaries with campers and fellow staff members.
- Lead morning circle, daily clean up, water play and/or swimming as scheduled.
- Engage fully in all camp activities alongside campers, demonstrating enthusiasm and a positive attitude. Be a visible and motivating presence during all rotations.
- Focus attention on the campers and activities to create an immersive camp experience. Refrain from using personal phones or electronic devices during camp hours unless necessary for emergencies or camp-related duties.
- Follow camp schedules, enforce Camper Code of Conduct, and address any behavioral concerns that may arise.
- Monitor camper activities, intervening when necessary to prevent unsafe or inappropriate behavior.
- Follow the chain of command; inform Head Counselors of any behavioral issues or injuries, interactions with parents, and request support as needed.

Available Hours: Weekdays between 8am and 6pm. Friday's hours vary based on field trips.

Qualifications: Passion for working with children and creating positive experiences. Strong communication and interpersonal skills to effectively engage with children, parents, and colleagues. Ability to inspire and motivate youths of all ages and abilities. Must have strong customer service ability and the capability to take initiative and lead activities. Willingness to fully engage in activities and lead by example. Ability to set and maintain clear boundaries with campers and coworkers. Must be able to correspond over the phone and via email. Experience working with a variety of personalities. Work independently and collaboratively as needed. Ability to problem solve and be flexible to last minute

changes. Willingness to follow directions, be on time, and be reliable. First Aid & CPR certification is a plus, but not required.

To Apply: Send Resume to:

Kathryne Garcia
Cheviot Hills Recreation Center
2551 Motor Avenue, Los Angeles, CA 90064
(310) 837-5186
Kathryne.Garcia@lacity.org

Last Day to Apply:

Until Position is Filled