

City of Los Angeles Department of Recreation and Parks

Penmar Recreation Center

1341 Lake Street. Venice, CA 90291

310-396-8735 office

Penmar.recreationcenter@lacity.org

RECREATION ASSISTANT: SUMMER CAMP COUNSELOR

Positions: 10

Available Hours: Must be available M-F, 7:00am to 6:00p.m. Hours may vary depending on the needs of the program. June 13– Aug 12.

Job Description: Camp Counselors will create activities and lead campers in sports, general camp games, camp songs, science, special theme activities and crafts. Will work mainly outdoors. **Availability all 9 weeks of camp is preferred.**

Duties Performed:

- Create and implement themed activities throughout camp
- Set-up, break-down, & sanitize areas and equipment. May include lifting and setting up canopies, tables, water coolers, camp games and activities for campers
- Participate in all camp activities
- Aid in the execution of special events, scavenger hunts and activities.
- Adhere to City and departmental policies and procedures; performs related duties as required
- Follow all Covid-19 safety protocols.
- Show up **on time** and **prepared**

Qualifications:

- Ability to exercise good judgment, courtesy, and tact with children, staff and public.
- Ability to supervise children in a variety of programs and special events
- Ability to conduct recreational activities
- Can communicate clearly and concisely, orally and in writing
- Ability to establish and maintain effective working relationships with parents, the public, staff and other agencies
- Can utilize quality customer service skills and techniques
- Must be physically able to participate in camp activities, and exposure to sun.
- Experience in group child care setting preferred

Due Date: E-mail resume by March 30, 2022

To Apply:

Penmar.Recreationcenter@lacity.org

Attn: Camp Directors Breanna Marquez and Gabriela Munoz