

CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS

**STUDIO CITY RECREATION CENTER**

12621 RYE ST. STUDIO CITY, CA 91604  
Phone: (818) 769-4415 Fax: (818) 769-4724  
Email: [Rapstudcityrc@lacity.org](mailto:Rapstudcityrc@lacity.org)

**Recreation Assistant**  
**(Summer Camp Counselor)**

NUMBER OF POSITIONS AVAILABLE

15

**Hours Available:**

- Mon-Fri
- 8 a.m. – 6:00 p.m.

**Weekly Available Hours**

- Varies
- 0-30 hours per week

**Description of Duties:**

- Assist in teaching and leading children with Sports Camp (Soccer, Basketball, Flag Football, Baseball or Volleyball), Camp programs, and other different activities.
- Assist with supervising children.
- Maintain discipline on indoor and outdoor play areas.
- Be open to all camp activities.
- Assist in preparation and implementation of special events for camp.
- Be able to communicate with parents and staff
- Lead camp songs during group time.

**Qualifications:**

- Applicants must be available to work early morning and late afternoon shifts.
- Applicant should have prior experience in supervising children.
- Applicants must be available to attend all training sessions and mandatory staff meetings.
- Applicant must have the ability to develop and implement activities for kids of all ages.
- Applicant must have reliable transportation.
- Computer skills are required.
- Applicant must be available to work full or half days.
- Applicant should have enthusiasm for the job, possess good sense of humor, have good character, have good sportsmanship, be responsible, be a good role model, be a team player and have good communication skills.
- Have professional appearance and well groomed.
- By accepting the position, applicant acknowledges that his/her image will be included in promotional materials not limited to photographic, audio and visual media.

**To Apply Send Resume to:**

Julie Monroy  
Recreation Coordinator  
Studio City Recreation Center  
12621 Rye Street  
Studio City, CA 91604  
Ph. (818) 769-4415  
Email – [Julie.monroy@lacity.org](mailto:Julie.monroy@lacity.org)

**LAST DAY TO APPLY:** April 29, 2020