RECREATION ASSISTANT
(SPORTS CLINICS AND LEAGUES)

HOURS AVAILABLE:
Year round hours vary from 0-10 per week depending on budgetary and operational needs. Must be available weeknights 3:30—7PM for clinics and practices and Saturdays 8AM-1PM for Leagues.

Job Description: Seeking a candidate proficient in teaching sport clinics, coaching, scorekeeping in Sport Leagues for Basketball, Soccer, Flag Football, Volleyball, and T-Ball/Baseball/Softball. Candidate must be able to teach clinics for children age 3-15 and assist with all duties of the Youth Sports Program as directed by the Sports Coordinator and the Director.

Qualifications:
• Must have experience in sport leagues: Basketball, Soccer, Flag Football, T-Ball
• Must have working knowledge of rules, strategy, field/court dimensions
• Scorekeeping and/or Game Officiating Abilities
• Must be able to follow city policy and procedure in maintaining accurate registration and payment records of all participants

Duties:
• Teach sport Clinics
• Prepare sequential, age-appropriate lessons plans for clinics and implement lesson plans in clinics
• Assist in Preparing evaluations and drafts for age divisions.
• Assist with sport league evaluations
• Assist in scheduling of games and practices.
• Score keep and/or Officiate as needed and delegated.
• On-going evaluation of game officials during games: mechanics, knowledge, control of game
• Preparation of Fields / Courts for games.
• Assist in uniform distribution.
• Custodial care of equipment and supplies associated with sports program
• Interact professionally with parents and participants.
• Any Responsibilities assigned by the Park Director or the Recreation Coordinator

To Apply send resume to:

Nichole Royer
Senior Recreation Director I
Ph. (818) 352-5282 Nichole.Royer@lacity.org

Last day to Apply: March 25, 2020