

CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS
LAKE STREET COMMUNITY CENTER
227 N. LAKE STREET, LOS ANGELES CALIFORNIA 90026
Ph. #213-207-2196

RECREATION ASSISTANT- SUMMER CAMP COUNSELOR

Positions Available: 5

Hours Available: Monday- Friday Shift 1: 8am-1pm, Shift 2: 1pm-6pm. Depending on the needs of the program. Summer Day Camp dates June 13th to August 9th.

Weekly Hours Available: 5 to 30 hours per week, depending on camp needs and enrollment.

Description of Duties:

Supervision of campers. Counselor will create and/or implement activities related to the program including, but not limited to, sports, arts & crafts, games, camp songs, science, water activities and weekly theme related activities. Counselor must be able to participate in all scheduled activities pertaining to camp & additional duties as needed for the effectiveness of the program such as set up & clean up, lifting & moving equipment, canopies, tables, and water coolers. Counselor must adhere to all City and department policies as well as all safety and health protocols. Additional responsibilities not listed may be needed for the effectiveness of the program.

Qualifications:

- Ages 18 and over
- Must be available the duration of summer
- CPR/first aid is preferred
- Experience working with school aged kids is preferred
- Responsible and reliable
- Effective customer service skills
- Enthusiastic, responsible, reliable, professional and ability to display good judgement and inspire and motivate campers
- Minimum of 1 year of experience supervising, developing and teaching activities for individuals.

Ability to:

- Lead and organize activities professionally.
 - Must be able to work with a group of 10-20 youth of various ages.
 - Employ methods that instill safety of each participant and be able to apply Recreation & Parks policy and procedures daily.
 - Establish and maintain effective working relationships with public, community groups, staff and other agencies.
 - Be outgoing and a good role model for youth.
 - Communicate clearly and concisely (Oral and written).
 - Exercise good judgment, courtesy, and tact with staff and public.
 - Utilize quality customer service skills and techniques and interpersonal relationships.
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- Ability to supervise campers and engage in all camp activities including exposure to the sun and able to stand and walk for extended periods of time
 - Ability to move, carry, and set up sport equipment, games, crafts and other supplies needed for programing

Last Day to Apply: March 29th, 2024

To Apply Please Email Resume to:
Cynthia Yparraguirre Facility Director
E-mail Cynthia.yparraguirre@lacity.org

For candidates seeking initial City employment, in accordance with Los Angeles City Ordinance 187134, information regarding COVID-19 vaccination requirements as conditions of employment be found at: https://clkrep.lacity.org/onlinedocs/2021/21-0921_ord_187134_8-24-21.pdf