

RECREATION ASSISTANT- SPORTS PROGRAM

Positions Available: 5

Hours Available: Monday- Friday 3:00pm- 8:00pm, Saturdays 9:00am-5:00pm

Weekly Hours Available: 2 to 15 hours per week, depending on class needs and enrollment.

Description of Duties: Must have knowledge and experience playing organized basketball, volleyball, soccer, softball, baseball, pickle ball, tennis, and/or flag football. Duties may include but are not limited to organizing individual or group sport activities, run evaluations and drafts to form league teams. Set up and tear down equipment and prep fields/gym. Conduct instructional clinics and ability to coach, officiate or score keep. Travel to different sites, Communicate effectively with players, patrons, volunteers and staff. Provide a safe and positive environment.

Qualifications:

- Ages 18 and over
- Must have knowledge of the game of basketball, volleyball, soccer, softball, baseball, pickle ball, tennis, and flag football.
- Must be able to step in as a coach or officiate games.
- Experience working with children is required.
- Capable of taking supervisory directions from multiple program staff.
- Ability to communicate effectively with parents, players, staff, and the community.
- Minimum of 1 year of experience supervising, developing and teaching activities for individuals.
- Must be able to lift and carry up to 50 pounds of equipment, such as soccer goals, carry tables and chairs, etc.
- Bilingual in Spanish is a plus.

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.

TO APPLY, PLEASE EMAIL RESUME TO:

Cynthia Yparraguirre, Facility Director
E-mail Cynthia.yparraguirre@lacity.org

**LAST DAY TO APPLY:
March 29th, 2024**

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