

City of Los Angeles Department of Recreation and Parks
Denker Recreation Center
1550 West 35th PL. Los Angeles, CA. 90018

Recreation Assistant - CLASS PARKS Program

Available Hours: Must be available to work Monday through Friday 3:30pm-8:00pm, 0-15 hours per week.

Description Duties:

Must be able to supervise kids at all times, never leaving a child unsupervised. Help write and implement a weekly schedule / classes for CLASS PARKS Program. Organize and lead a variety of small and large group activities each week (activities that you create). Must be able to help with homework. Have knowledge of different sports (e.i., volleyball, basketball, soccer, etc) and games. Plan arts and crafts projects. Must possess leadership skills, interact with children in a positive manner, able to deal with parents, and employ methods that safeguard the health and safety of each child. Must act and be professional at all times. Must be alert, energetic, flexible, creative, enthusiastic team player. Must engage actively with children during recreation activities. Able to communicate clearly to children and parents. Candidates will be responsible for making sure all parents fill out a CLASS PARKS application form. Candidates will also be responsible for greeting all Recreation Center patrons, properly discussing all Recreation Center information and programs with potential patrons. Answering phones, accepting applications, Xeroxing and other duties as required. Candidates must understand that cellphone use is not allowed while in charge of overseen/supervising children.

Qualifications: Must be van trained by the City of Los Angeles or have a valid Driver License to be van trained. Must be over 18 years of age, must have experience working with children ages 10-17 years old, able to pass the CPR and First Aid certification exams, conflict resolution strategies, and demonstrate a sincere interest in child development.

To apply, please send resume to: Yessica Famoso
Denker Recreation Center
Yessica.Famoso@lacity.org

Last day to apply: December 21, 2016

Please send your resume to
Yessica.Famoso@lacity.org
Interviews will be conducted as soon as your
resume is received.