

City of Los Angeles • Department of Recreation and Parks
MT. CARMEL RECREATION CENTER
830 W. 70th St.
Los Angeles, CA 90044
(323) 789-2756

Recreation Assistant – Summer Camp

Available Hours: Must be available to work June 12th through August 25th, Monday through Friday, 10- 35 hours per week. Must be available for camp training Wednesdays May 10th and 17th 2017 6:30pm-8:30pm

Description of Duties: Must be able to work at an inner city facility and work with at-risk youth; be able to deal well with the outside elements. Must be able to use good judgment, follow city protocol and policy given to you in Camp Counselor handbook. Must be very dependable, proactive and require minimum supervision. Must have a background in a variety of sports, such as basketball, baseball/softball, soccer, flag football, tennis, volleyball, and must be able to demonstrate the basic fundamental skills, in a positive atmosphere. Must be able to lift (10 lbs to 15 lbs) required equipment for each sport and activity set up and clean up. Must have common knowledge of camp games, activities, crafts etc. Expected to plan, prepare and execute activities. Must be able to communicate with parents, campers and staff in a professional manner. Must be computer literate. Must be able to supervise campers at facility, on trips. Observe camper behaviors, assess appropriateness based on camp rules and policies, enforce appropriate safety regulations and emergency procedures and apply appropriate behavior management techniques. Set a good example for campers in all areas, including cleanliness, punctuality, rules and sportsmanship.

Hours: Will depend on number of campers. Possible schedules (7AM-10AM, 9:30AM- 4PM, 3PM-6PM)

Qualifications: Applicant must be 18 years of age or older. Must possess a valid California driver license. Must have experience working with at risk youth ages 5-13. Possess a working knowledge of and be able to physically demonstrate skills of each sport and working knowledge of camp activities, games, etc... Have a positive attitude and an interest in working with children who live in the inner city. Tons of energy, guide campers in participating in all aspects of camp and guide campers and take full responsibility for the health, well-being and happiness of each camper. Must be able to demonstrate skills and abilities in interview. Must be First Aide/CPR certified by the first day of camp. Must be computer literate. Must get van trained by 3rd week of camp. Must be ready to work hard have fun and reap the reward. Spanish speaking preferred but not necessary,

To Apply: Send resume to:
Itzel Gutierrez
Email: mtcarmel.recreationcenter@lacity.org
Subject: Mt. Carmel RC Summer Hiring

Last Day to Apply: May 26, 2017