

*City of Los Angeles Department of Recreation and Parks
BALBOA SPORTS CENTER
17015 Burbank Blvd. Encino, CA 91316
818-756-9642
Pedlow Skate Park
17328 Victory Blvd., Lake Balboa, CA 91406*

RECREATION ASSISTANT- PEDLOW SKATE PARK

Available Hours:

Must be available variable hours to assist current staff with skate park coverage.
5-10 hours a week to start.

Job Description:

Pedlow Skate Park – Monitor skaters and activities in the skate park.

Qualifications :

- Must have training and/or experience in skate boarding
- Must have experience with skaters of various ages and abilities.
- Must be able to follow city policy and procedure in recording injuries, completing Special Occurrence Reports, and dealing with the public

Duties:

- Open and close the facility
- Monitor skaters and participants
- Enforce Skate Park Rules regarding protective equipment that must be worn
- Monitor Parking lot areas
- Report suspicious activities to authorities and supervisors
- Interact professionally with participants
- Complete weekly reports
- Follow and enforce City Policy as it relates to the Skate Park

To Apply:

Send resumes to

Balboa.Sportscenter@lacity.org

Kathrynn.Penny@lacity.org

Or mail to

Balboa Sports Center

17015 Burbank Blvd. Encino, CA 91316

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Last Day to Apply: May 9, 2017