



City of Los Angeles Department of Recreation and Parks

Shadow Ranch Recreation Center

22633 Vanowen Street • West Hills, CA 91307 • Phone: (818) 883-3637



RECREATION ASSISTANT – SUMMER DAY CAMP

Available Positions: 3

Job Description: Care and supervision of children ages 5-12 in a day camp setting. Provide customer service to parents and children, Recreation Facility Director, and Day Camp Director. May be asked to do light administrative work.

Description and Duties: Candidate must lead and organize activities for children ages 5-12. Activities include but are not limited to: sports and games, arts and crafts, and field trip supervision. Applicant may need to encourage children to gain interest in activities; and, must interact with campers in a positive manner. Candidate must be able to lift more than 30 pounds and must be able to walk up to 3 miles for field trips. Candidate are required to be enthusiastic, proactive and energetic. Applicant must be aware of environment at all times and must ensure a safe environment for all campers.

Available dates & hours: Candidate must be available all 9 weeks from June 12-August 11, 2017. 5-40 hours a week depending upon camp enrollment. Times and shifts will vary. Candidate must be available from 7:00am until 6:00pm Monday through Friday. Candidates must also be available on June 3rd from 9:00am-5:00pm for training. NO EXCEPTIONS.

Qualifications: Applicants must be able to understand and work with children. Applicant must have communication and leadership skills. CPR & First Aid Certification (must be completed before camp begins). Candidate must have previous experience working with children.

To Apply: E-Mail resumes to:

Camp Sharwood

RAP.CampSharwood@LACity.org

Last Day To Apply: May 5, 2017