

City of Los Angeles
Department of Recreation and Parks
El Sereno Recreation Center
4721 Klamath St., Los Angeles, CA 90032
(323) 225-3517

5 RECREATION ASSISTANTS – SPORTS OFFICIAL and SCOREKEEPER

Job Description: Under the general supervision of full-time staff, Recreation Assistant will officiate youth basketball, soccer, flag football and baseball games. Must be able to officiate youth ages 7 – 15. The applicant must be responsible, outgoing, enthusiastic, and dedicated.

Available Hours: 2-10 hours per week. (Some days may extend beyond hours listed)

- Hours will depend on league schedule
- Games are generally: Monday-Friday: 5pm-10pm and Saturday & Sunday: 9am-4pm

Description of Duties & Qualifications:

- Ability to officiate and score keep any league games as well as travel to other sites for games or practices
- Responsible for field prep, maintenance, and set-up of sports activities, including chalking of fields for soccer and baseball
- Knowledge in player evaluations/drafts and ability to conduct meetings for coaches, parents, and players
- Ability to schedule practices, games, picture days, and officials
- Establish and maintain professional relationship with the public, community groups, and staff
- Provide quality customer service and communicate professionally with community, parents, coaches, players, and staff
- Ability to troubleshoot and resolve conflict and concerns when they occur
- Strive to create a positive recreational experience for everyone involved in the activity

Additional Qualifications:

- Must be at least 18 years old
- Must be able to work week days, week nights, and/or weekends
- Bilingual – English and Spanish is preferred

To Apply: Send resume to:

Jose Maciel
El Sereno Recreation Center
4721 Klamath St., Los Angeles, CA 90032
E-MAIL: Jose.Maciel@lacity.org

Last Day to Apply: October 28, 2024