



City Of Los Angeles • Department of Recreation & Parks  
**CHEVIOT HILLS RECREATION CENTER**  
2551 Motor Avenue, Los Angeles, CA 90064  
(310) 837-5186 • [cheviothills.recreationcenter@lacity.org](mailto:cheviothills.recreationcenter@lacity.org)

## **Spanish Tutor (Recreation Instructor)**

Cheviot Hills RC is dedicated to fostering language learning in a supportive and engaging environment. Our programs aim to connect students with cultural and linguistic experiences that inspire lifelong learning.

### **Description of Duties:**

We are seeking an enthusiastic and knowledgeable Spanish Instructor to join our team. The ideal candidate will be passionate about teaching, fluent in Spanish, and skilled at creating engaging and effective lessons for learners of varying levels.

### **Key Responsibilities:**

- Design and deliver interactive Spanish lessons tailored to students' proficiency levels and learning goals.
- Incorporate cultural elements to enhance language instruction and provide context for the Spanish language.
- Assess and track student progress, providing constructive feedback and support.
- Utilize a variety of teaching methods, including conversation practice, grammar instruction, and multimedia tools.
- Foster a positive and inclusive learning environment that encourages participation and confidence.
- Collaborate with program coordinators to align instruction with organizational goals and standards.
- Stay updated on best practices and trends in language education.

### **Available Hours:**

Weekdays, after school hours, and/or weekends. Flexible depending on classroom availability. Seasonal and flexible schedules are available, with weekly hours ranging from 1-10 per 8-week class session, depending on the programs, responsibilities, and availability. Programs will be created and offered based on candidate's availability.

### **Qualifications:**

Previous experience teaching or tutoring Spanish to students of various ages and proficiency levels is highly desirable. Fluent in Spanish with excellent verbal and written communication skills. Strong understanding of Spanish grammar, vocabulary, and language structure. Patience, adaptability, and the ability to work with students of different learning styles and backgrounds. Must have strong customer service ability, communication skills, and the capability to take initiative and lead activities. Experience working with a variety of personalities. Must be able to correspond over the phone and via email. Able to create and execute learning materials to help students become more proficient in Spanish. Work independently and collaboratively as needed. Strong organizational and time-management skills. Ability to problem solve and be flexible to last minute changes. Willingness to follow directions, be on time, and be reliable.

**To Apply:** Send Resume to:

Kathryne Garcia  
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2551 Motor Avenue, Los Angeles, CA 90064  
(310) 837-5186  
[Kathryne.Garcia@lacity.org](mailto:Kathryne.Garcia@lacity.org)

**Last Day to Apply:** Tuesday, June 30th, 2025