

Harbor City Recreation Center

24901 Frampton Ave, Harbor City CA, 90710

Recreation Assistant (SPORTS and LEAGUES)

Available Hours: Year-Round, hours will vary. 0-10 hours a week to start / depending on registration.

Monday – Friday: 5:00 p.m. – 9:00 p.m. (Sports Leagues/Clinics); 10:00 a.m. – 8:00 p.m. (Sport Classes)

Saturdays: 9:00 a.m.-5:00 p.m. (Sports Leagues/Clinics)

Job Description:

Seeking a candidate proficient in teaching sports in all- classes, clinics, coaching youth teams, and scorekeeping in sport leagues. Must have sport skill ability in one or more of the following sports: Baseball, Basketball, Flag Football, Soccer, and/or Volleyball.

Qualifications:

- Have experience in sport leagues and sport skill ability in one or more of the following sports: Baseball, Basketball, Flag Football, Soccer, and/or Volleyball
- Displays working knowledge of rules, strategy, field/court dimensions and coaching
- Scorekeeping and/or Game Officiating Abilities (certification in High School sports officiating, preferred)
- Ability to follow city policy and procedure in maintaining accurate registration and payment records of all participants

Duties:

- Teach sport clinics/classes or leagues to children 3-15 yrs. old
- Prepare sequential, age-appropriate lessons plans for clinics and implement lesson plans clinics
- Assist in Preparing evaluations and drafts for age divisions, sport league evaluations, scheduling of games and practices, score keep and or officiate, as needed
- On-going evaluation of game officials during games: mechanics, knowledge, control of game
- Preparation of Fields / Courts for games & Assist in uniform distribution
- Custodial care of equipment and supplies associated with sports program
- Interact professionally with parents and participants
- Assistance in organization, implementation and supervision of the Youth Sports Program, as directed by the Coordinator and the Director
- Other responsibilities assigned as needed by the Facility Director and/ or the Recreation Coordinator

To Apply: Send resumes to: Angela.Pena@lacity.org

Last Day to Apply: 11/19/2024