

Temporary Recreation Leader I

**Summer Day Camp
(Part-Time / 20-40 hrs. per week)**

\$16.24 - \$20.75 hourly

THE POSITION

Performs a variety of recreation functions, including: planning, organizing and overseeing recreation programs; providing customer service and information to the public and program participants; coordinating facility rentals; and completing various administrative tasks.

REQUIREMENTS

- **Must be able to work a flexible schedule including opening and closing shifts, weekends and holidays.**
- One year of coursework from college or technical school desired; and/or one to two years of progressively responsible related experience.
- High school diploma or GED (Required).
- CPR/First Aid Certification (Preferred).
- Qualified candidates must pass a City-paid physical and background check prior to start date.
- Candidates 18 years of age or older **must** complete a CPR Code 5164 Background Questionnaire



Application Deadline: April 14, 2017

Interviews will be held on: May 2, 2017 (5:30pm—8:30pm)

Mandatory New Hire Orientation Dates: May 15—May 19, 2017

Mandatory Summer Staff Training: June 6— June 8, 2017

Applicants must submit a City job application with the Human Resources Division by the filing deadline. To apply and view additional job information please visit www.weho.org/services/employment. The City of West Hollywood is an equal opportunity employer. The City provides equal employment opportunities (EEO) and prohibits harassment and discrimination in employment because of race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, mental and physical disability, medical condition, genetic information, military and veteran status, age and pregnancy. AA/EOE.

If you have questions or need special accommodations with the recruitment process please contact:

Clarice Trinidad at (323) 848-6418 or ctrinidad@weho.org.