

THE CITY OF WEST HOLLYWOOD INVITES YOU
TO APPLY FOR THE POSITION OF

TEMPORARY RECREATION LEADER I SUMMER 2022

in the City's Recreation Services Division

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.

Minimum Qualifications:

- **Must be able to work a flexible schedule which may include evenings, weekends, holidays, and/or on-call status**
- 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).

Please Note:

- Qualified pre-hires must pass a City-paid physical and background check prior to start date.
- Qualified pre-hires 18 years of age or older must complete a CPR Code 5164 Background Questionnaire.
- Work permits required for hires who are under age 18 (work permit form to be obtained from school).
- This position is part-time / approximately 20 hours per week.

IMPORTANT DATES:

Job Application Deadline: Friday, April 15th at 5PM

Mandatory Group interviews*: Saturday, April 23rd

Recreation Summer Staff Training (highly preferred): Tuesday–Thursday, May 31st–June 2nd

***Selection process:** As part of the selection process, qualified candidates will be invited to participate in group activities with fellow candidates and an interview with the Recreation leadership team. The group activities and interviews will be held on **Saturday, April 23, 2022.**

**\$18.22 - \$23.27 HOURLY
APPLICATION DEADLINE:
FRIDAY, APRIL 15, 2022 AT 5PM PACIFIC**

For job details and requirements, and to apply online,
please visit weho.org/jobs
AA/EOE



City of West Hollywood
California 1984