

City of Los Angeles Department of Recreation and Parks
Winnetka Recreation Center
8401 Winnetka Ave. Winnetka, CA 91306; (818) 756-7876

Recreation Assistant – Preschool Teacher
Current City of Los Angeles City Employee- Recreation Assistant Only!

Available Hours: Wednesday & Thursday, 8:45am-12:15pm
Position runs from February 2018 – May 2018 only

Description of Duties: Duties include, but are not limited to, supervising kids enrolled in the program. Develop and assist with the implementation of a curriculum for preschool aged children as well as assist with the development of their social, motor, and interactive skills.

Qualifications:

- Must be CPR/first aid certified (proof required)
- Experience working with children 3-5 years old in the recreation setting
- ECE units/education is preferred
- Ability to move, carry and set up equipment, games, and any other supplies as needed for the program
- Ability to follow directions and adapt to last minute changes as needed
- Must have excellent customer service and be able to communicate to parents
- Enthusiastic, responsible, reliable and professional
- Enforces and supports city policy, procedures, guidelines and trainings
- Ability to multi-task and work as part of a team

To Apply: Email resume to the following:

Email: winnetka.recreationcenter@lacity.org

Subject: Preschool Teacher

Last Day to Apply: **November 17, 2017**