



# CITY OF LOS ALAMITOS

## EMPLOYMENT OPPORTUNITY

### RECREATION LEADER

**10-25 hours per week with flexible work schedules.  
Primarily day shifts. Must be available to work evenings and weekends as needed.**

#### FILING INFORMATION:

Applicants must submit a completed City of Los Alamitos employment application. **Filing deadline: Open until filled.**

**SALARY RANGE:**     *Recreation Leader \$11.00 - \$12.80 per hour.  
                              Recreation Leader II \$11.50 - \$13.40 per hour.  
                              Sr. Recreation Leader \$12.00 - \$14.20 per hour.  
                              \* Starting salary based on experience and education.*

#### POSITION:

This position serves as a recreation leader in the Department of Recreation and Community Services and performs a wide variety of recreational program assistance tasks, which include planning, organizing, and supervising various recreational activities.

#### ESSENTIAL JOB FUNCTIONS:

Under the direction of the Recreation Manager and Community Services Coordinator, Recreation Leaders are required to perform the following essential job functions:

- Plan, organize and supervise recreational activities.
- Effectively communicate verbally to supervisor, staff and participants.
- Perform other duties as assigned.

#### DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES:

- Customer service oriented
- Knowledge of various sports skills, games, special event planning and craft activities.
- Prefer an individual that has experience working with children of various age groups.
- Prefer a dynamic and enthusiastic personality with the ability to motivate staff and children, and a basic knowledge of child development.
- Knowledge of, and ability to, perform basic first-aid.
- Be able to lift over their head, twist & turn a minimum of ten pounds.
- Be able to stand for a long period of time either indoors or outdoors.
- Be able to participate in indoor and outdoor physical activities such as games, excursions, sports, field maintenance, cooking, etc.
- Be able to work in a team setting and able to cooperate with fellow recreation leaders

#### DESIRABLE EXPERIENCE AND TRAINING:

- Currently attending or graduated from high school. College course work with a major in recreation, child development, or physical education preferred.

#### SELECTION PROCEDURE:

- A City Screening Committee will review all applications. Those candidates with the most relevant qualifications will be invited to participate in an oral interview to evaluate training, experience, and personal qualifications.

*The City of Los Alamitos is an Equal Opportunity Employer and does not Discriminate on the basis of Race/Color, National Origin, Sex, Religion, Age or Handicapped Status in Employment or the Provision of Service.*