



# City of Los Angeles ZOO DEPARTMENT



## LEARNING AND ENGAGEMENT DIVISION

### TEMPORARY PART-TIME JOB BULLETIN RECREATION ASSISTANT (Camp Counselor)

**SALARY** \$19.59 per hour (revised)

*(The current salary range is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.)*

**SCHEDULE** Approximately 40 hours per week; Monday-Friday; 8-hour shifts which may start as early as 7:00 a.m. and as late as 5:30 p.m.; tentative Zoo Camp dates: June 10-August 9, 2024

**LOCATION** Los Angeles Zoo – 5333 Zoo Drive, Los Angeles, CA 90027

#### DUTIES / JOB DESCRIPTION

This is an at-will exempt intermittent position which can be terminated at any time without cause. Some activities may be held outdoors and staff may be exposed to the sun and heat for a prolonged period of time. Zoo Camp requires daily walks (a minimum of 30 minutes) through the Zoo and may walk two (2) or more miles per day. Some activities will also include touring and games and will involve stooping, kneeling, and crouching. The duties of Recreation Assistants / Camp Counselors include, but not limited to:

- Helping the instructors with the preparation of camp activities, games, crafts, tours, etc.
- Assisting with the check-in and sign-out procedures each day
- Interacting with LA Zoo camp guests on a daily basis, providing information about habitats, wildlife and conservation
- Helping to implement the Zoo's educational programming by facilitating activities, and presenting accurate information to campers.
- Assisting instructors with child management.
- Communicating with parents effectively
- Maintaining a clean classroom space, snack and craft area
- Setting up an area for drop-off/pick-up, including registration sheets
- Assisting with the preparation and delivery of camp programs and other Education Programs as assigned.

#### REQUIREMENTS

- Candidates must have an appreciation for nature and conservation;
- Must also have a willingness to work around animals, including reptiles, mammals, birds, and insects.
- A background in biology, zoology, education or psychology is a plus;
- Experience working with a group of up to 20 children, Pre-K to 6<sup>th</sup> grade, is preferred;
- Bilingual is a plus;
- Team-oriented, flexible, and customer service-minded;
- Able to demonstrate solutions-based thinking and good judgement under all circumstances; and
- Able to create and maintain positive and collaborative relationships with co-workers and when engaging with Zoo team members, visitors, and volunteers.
- Must be able to participate in program activities including walking and standing for long periods of time, squatting, kneeling, lifting/carrying at least 15 lbs.
- Must be able to follow directions, be on time, and reliable
- Candidates must be available all nine (9) weeks of camp; including holidays as required.

The Los Angeles Zoo strives to have a workforce that is representative of the diverse communities of Los Angeles and we encourage people of all backgrounds, including applicants who identify as Black, Indigenous, people of color, people with varying abilities, women and of the LGBTQAI+ communities, to apply.



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COVID-19-related Requirements

- For candidates seeking initial City employment, in accordance with Los Angeles City Ordinance 187134, information regarding COVID-19 vaccination requirements as conditions of employment be found at: [https://clkrep.lacity.org/online/docs/2021/21-0921\\_ord\\_187134\\_8-24-21.pdf](https://clkrep.lacity.org/online/docs/2021/21-0921_ord_187134_8-24-21.pdf)

**HOW TO APPLY**

Interested candidates should email an updated resume or a completed City application to [lazoo.personnel@lacity.org](mailto:lazoo.personnel@lacity.org) and the subject line must include **"REC ASST (CAMP COUNSELOR) - CAMP 2024."** Resumes and/or applications must be received by **4:00 p.m. on Thursday, February 15, 2024**, or until sufficient applications have been received. The Los Angeles Zoo reserves the right to pre-screen all resumes in order to arrive at a more a manageable candidate pool.