



Conejo Recreation & Park District

FIELD AMBASSADOR

Westlake Village Community Park
(Sports Section)

Starting at \$13.00/hour (based on combination of education and recreation experience)
(Contract Services)

TYPICAL DUTIES:

Greet and educate the public on the proper use of turf fields at Westlake Village Community Park. Assist field users in following the rules of the park. Communicate effectively with sports organizations that utilize the park facilities. Assist coaches with locating equipment such as power, bases, hoses, and rakes. Help teams find clean-up items; bucket of water and kitty litter if necessary. Enforce ordinances and regulations; exercise good judgement. Making sure the raking of the home plate is to city standards. Keep an incident report log with any park issues that include: Date, time, type of incident, and name of coach if possible. The report may include but not limited to failure to follow rules, misuse of equipment, damage to equipment, insuring cleanliness between games, and medical injuries. Submit incident log to City of Westlake Village.

QUALIFICATIONS:

Ability to communicate with public in an informative and friendly manner. Keep an accurate incident report with any issues on the field. Follow directory sheet to communicate with proper chain of command.

SPECIAL REQUIREMENTS:

Minimum age 18 years. Up to 20 hours/week.
Hours: Weekday 4:00pm-9:00pm; weekend 7:00am-9:00pm.

CONTRACT PROCEDURES:

Individuals interested go to www.crpdpd.org/jobs
Submit applications to: CRPD/Hillcrest Center
403 West Hillcrest Drive, Thousand Oaks, CA 91360
(805) 495-4674 Fax (805) 381-2726 sports@crpd.org

Note: Failure to furnish correct information regarding experience and/or education will result in non-consideration of the Contract Assignment