



City of Cypress Recreation Leader IV (Youth and Teen Programs)

SALARY	\$19.40 - \$20.40 Hourly	LOCATION	Recreation, Cypress, CA
JOB TYPE	Part-Time (1/2)	JOB NUMBER	00397
DEPARTMENT	Recreation Department	OPENING DATE	05/18/2026
CLOSING DATE	6/7/2026 11:59 PM Pacific		

Description



WE ARE HIRING!
Make an Impact. Join Team Cypress.

Bring your energy, creativity, and leadership to a role where every day is an adventure. Join our Recreation team as a Recreation Leader IV (Youth and Teen Programs) and help kids and teens discover new skills, make friends, and build confidence—all while having fun!

This position coordinates a variety of programs designed for youth (ages 5-12 years old) and teens (ages 12-18 years old) such as Camp Cypress, Teens Night Out, Kids Night Out, Youth Action Committee (YAC), Counselors-In-Training (CIT), and Summer Parks. Although this is a temporary, part-time position, you **must be available to work full time (40 hours per week)** in the summer and an average of 10-15 hours per week during the school year. There may be occasion where you're required to attend meetings outside of normally scheduled shifts and work special events.

Example of Duties

Duties may include, but are not limited to the following:

- Greet and interface with visitors and participants

- Provide general customer service and resources
- Plan, organize, and implement a monthly Kids Night Out event for 5-12 year old's
- Plan, organize, and implement an eight-week summer day camp for 5-12 year old's
- Plan, organize, and implement five Teens Night Out events each school year for middle school and high school students
- Assist Recreation Coordinator with teen volunteer programs
- Assist with city-wide special events
- Supervise, train and evaluate subordinate personnel
- Maintain inventory of various facility program supplies
- Assist with budget preparation

Typical Qualifications

Experience and Education

750 paid and/or volunteer hours in a recreation program area or responsible experience in the coordination and implementation of a specialized recreation, community-based program, including extensive public contact and supervisory or lead person experience. Knowledge of and experience working with youth and teens, including neurodivergent participants.

Other Requirements

- Must be at least 18 years of age at time of appointment.
- Must possess valid First Aid, CPR and AED from American Red Cross certificates by the start of employment.
- Must be able to lift and carry 25 pounds.
- A valid California driver license along with proof and maintenance of an acceptable driving record may be required.

Employer

City of Cypress

Address

5275 Orange Avenue

Cypress, California, 90630

Phone

(714) 229-6684

Website

<http://www.cypressca.org>