

## **October 18, 2023 DPR/ELAC Kinesiology Department - Internship/Job Opportunities Discussion LA Parks and Recreation**

- Mercedes Santoro, Deputy Director, Department of Parks and Recreation
- Freddy Zavaleta Manager, Department of Parks and Recreation
- Sofia Gavia, Assistant Regional Recreation Director, Department of Parks and Recreation
- David Gonzalez, Department of Parks and Recreation
- Sara Ortiz, East Los Angeles College, Kinesiology Department Chair
- Lindsay Costello, East Los Angeles College, Kinesiology Professor and Vice Chair

### **Meeting Minutes Summary:**

Representatives from East LA College met with members of the Department of Parks and Recreation to discuss potential internship and job opportunities for students. The meeting began with introductions and an overview of the purpose, focusing on creating pathways for student engagement within Parks and Recreation. Discussions included a range of internships, such as roles in recreation program assistance, community event coordination, and environmental education. Specific requirements, application processes, and potential for course credit or certification were also covered.

The conversation then moved to job opportunities, highlighting entry-level and seasonal positions like park maintenance and recreational support. The Department of Parks and Recreation outlined career pathways for students, emphasizing progression from internships to part-time roles and noting any additional certifications or skills that could enhance employability. Additionally, both parties discussed key skills and training essential for Parks and Recreation roles, including first aid, CPR, leadership, and public speaking. There was interest in offering workshops or certifications through East LA College to support students, as well as in developing a mentorship program or shadowing opportunities for hands-on experience.

Strategies for engaging and recruiting students were explored, with ideas for hosting recruitment events, career fairs, and information sessions to increase student interest in these careers. Plans were made for future collaboration, including establishing regular meetings, designating a point of contact, and setting up a timeline for implementing the internship program. Additional points included discussing funding or grants for paid internships, involving East LA College faculty in creating program-specific internships, and exploring community service project opportunities related to local parks.

**Next Steps:** Sara and Lindsay from ELAC will explore training programs and arrange a meeting at Belvedere Park with Anthony to view the facilities and strategize how to involve ELAC students in working there in some capacity.

## **November 8, 2023 at 12:30pm at Belvedere Park Meeting and Facilities Tour- LA Parks and Recreation**

- Anthony Montanez, Regional Director, Recreation, Department of Parks and Recreation
- David Gonzalez, Department of Parks and Recreation
- Freddy Zavaleta, Department of Parks and Recreation, Manager
- Sara Ortiz, East Los Angeles College, Kinesiology Department Chair
- Lindsay Costello, East Los Angeles College, Kinesiology Professor and Vice Chair

### **Meeting Minutes Summary:**

The meeting involved a tour of the Belvedere Park facilities, led by representatives from the Department of Parks and Recreation. Anthony Montanez, David Gonzalez, and Freddy Zavaleta provided insights into the park's resources, current programs, and potential opportunities for East LA College (ELAC) students. The tour showcased various facilities, highlighting areas where students could potentially participate or gain hands-on experience.

Key discussions focused on existing programs at Belvedere Park where ELAC students could become involved, either through internships, volunteering, or as part of their coursework. The Parks and Recreation team emphasized the availability of current programs where students could "hop in" and contribute, which would provide them with valuable experience in recreation management, community engagement, and fitness programming.

**Next Steps:** Sara and Lindsay will follow up to explore specific roles and responsibilities that align with the skillsets of ELAC students.

### **September 30, 2024 @ 4pm - Receration Certificate Meeting**

- Sara Ortiz, East Los Angeles College, Kinesiology Department Chair
- Lindsay Costello, East Los Angeles College, Kinesiology Professor and Vice Chair
- Bobby Godinez, East Los Angeles College, Athletic Director

### **Meeting Minutes Summary:**

The meeting focused on finalizing the courses for the Kinesiology program and strategizing ways to support program completers in securing jobs in the field. Sara Ortiz, Lindsay Costello, and Bobby Godinez reviewed the course offerings to ensure they align with industry standards and meet the skill demands of careers in fitness, recreation, and sports management.

Key discussions included identifying pathways within the Kinesiology curriculum that can help students build the qualifications and experience needed to transition seamlessly into job roles upon graduation. They explored potential collaborations with local employers and community organizations, like the Department of Parks and Recreation, to facilitate internship and job placement opportunities for students.

The team also discussed strategies to increase program completion rates, including implementing additional support resources, such as career counseling and job search workshops, and integrating practical, hands-on experiences throughout the curriculum to keep students engaged and career-

ready. Further, they explored creating a job placement network for program graduates, leveraging connections within ELAC's athletic and kinesiology departments.

**Next Steps:** Finalize the approved course structure and ensure clear communication with students about the pathways available to complete the program. Initiate partnerships with local employers and organizations to establish internship pipelines and job opportunities for graduates. Develop additional career resources and workshops to help students with resume building, interview preparation, and industry-specific job search strategies.