

Wellness & Recreation Sport Supervisor

Wellness & Recreation, located in the Hollis Center, is accepting applications for Sport Supervisor positions. The Sport Supervisor works within Intramural Sports and Club Sports, unified under the parent brand name of Sport Programs. **All eligible applicants will receive the application via email.**

Position Description:

Reporting to the Assistant Director, Sport Programs, the student is responsible for enforcing policies and procedures, which contribute to the development of safe, professionally managed, and well organized Intramural Sports and Club Sports programs. The Supervisor will oversee practices, as well as events for league and tournament play. Responsibilities include, but are not limited to:

- Ensuring that all other staff members are present and on time
- Setting up each assigned facility and preparing it for play each night
- Taking down and storing all equipment after programming is complete
- Maintaining a safe playing and working environment
- Keeping a knowledge of all applicable rules, policies, and procedures
- Controlling various game situations, including officials, participants, and spectators
- Advising the Assistant Director on necessary changes, potential problems, and recent successes
- Documenting incident reports, team rosters, and other participatory statistics each night
- Managing all administrative participant interaction, including (but not limited to) the sign-in process, rules inquiries, ejections, and protests
- Attending regularly scheduled staff meetings
- Others as assigned

Requirements:

- Minimum of one (1) semester as a Sport Programs staff member or Club Sports Council member
- High energy, strong composure, and effective communication, specifically when involving customer service related situations in a sports and athletic environment
- Strong interpersonal and teamwork skills
- Awareness of safety concerns and risk management
- Possess current CPR and First Aid certification, or is willing to be certified within the first 30 days of employment within the position

Benefits:

- Paid by the hour on a monthly basis at a rate of \$8.75 per hour
- Personal and professional development opportunities
- Learn details about upcoming events and programs

APPLICATION PROCEDURES: Interested applicants should refer any questions to sportprograms@stetson.edu. **Applications are sent internally to all individuals eligible to apply.**

Employer Information: Stetson University, Wellness and Recreation; 421 N. Woodland Boulevard, Unit 8334, DeLand, FL 32723.



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