

Position No.

Date:



#### JOB DESCRIPTION

POSITION TITLE: Grad Assistant Part – Time Assistant Equipment Manager

JOB CLASS: Staff

SUPERVISOR: Robert Jones

CLASSIFICATION: Part Time -29 hours per week

LOCATION: DeLand

SUPERVISORY: Robert Jones

DEPARTMENT: Athletics

PAY RATE: \$14.00 per hour

#### POSITION OVERVIEW:

Assist in the day-to-day equipment operations for all 19 Division 1 sports. This person is responsible for being a flex position to meet daily needs for practice and competition for teams located in ATC, Edmunds Arena, Patricia Wilson Field.

#### QUALIFICATIONS, KNOWLEDGE AND SKILL REQUIREMENTS:

The qualifications and skill requirements for this position include:

(May be narrative or bullet points)

- Must have knowledge of safety standards, and proper maintenance of protective equipment
- Must have experience in laundry services and stain removal as well as knowledge of laundry chemicals and safety procedures
- Must have knowledge of college athletics and equipment operations

#### ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES:

The essential job functions and responsibilities:

(Add bullet points as needed)

- Assist coaches and student athletes with equipment needs
- Prepare all relevant teams for game day preparations of facilities and attire
- Assist with CoachComm headset communication system on gamedays
- Keep athletes safe through routine equipment maintenance
- Performs other site and position specific functions as assigned.

**Please send all Resumes and correspondence to Robert Jones- [rjones15@stetson.edu](mailto:rjones15@stetson.edu)**

<b>For HR Use Only:</b>	
Position No.:	FLSA Status:
Funding Source:	Job Grade: