

**Job Title:** Intramural Sports Assistant

**Supervisor:** Recreation Coordinator, Recreation Specialist

Purpose:

The intramural assistant is one of the most important jobs within the Intramural Program. Individuals will be responsible for assisting with implementing all of the intramural sports for perimeter campus students. This job will provide an escape from the pressures of school and allow one to interact with their fellow students while learning many of the skills that will enhance the student's education. The Intramural sport assistant is responsible for helping maintain safety, security and supervision of the recreation facilities and fields. They will be trained to be officials for all sports which will allow members to become part of a team, meet new friends, have an outlet for support, and have a voice within the Intramural Program. Athletic or sports experience is necessary.

Specific Duties and Responsibilities:

- Officiate Intramural activities
- Set up and take down of equipment and supplies
- Oversee participant check in and equipment checkout
- Ensure that Intramural playing area, participants and fans are safe
- Enforce rules of the intramural sports
- Manage the flow of the game
- Educate participants on the rules and conduct expected in intramural sports
- Provide simple first aid and contact proper authorities for emergency assistance.
- Perform All other duties assigned.

Knowledge, Skills and Abilities:

- Strong knowledge of intramural sports rules and playing area set up
- Must possess good communication skills and the ability to resolve conflicts
- Must possess the ability to run for an extended amount of time

Minimum Georgia State University Hiring Standard:

- Currently enrolled as a student at Georgia State University
- General knowledge of officiating and rules for intramural sports