**Part-time Position Title**  
Intramural Sports Official

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### Job Description

**General Statement of Duties**  
An IM Sports Official is responsible for proper game administration of intramural contests according to the rules, policies, and procedures for each sport.

**Typical Responsibilities**  
- Enforcement of appropriate rules and policies  
- Inventory of equipment  
- Evaluation of self and co-officials  
- Verification of participant eligibility  
- Evaluation of playing fields  
- Assist new officials with development  
- Provide leadership during Intramural play  
- Practice outstanding customer service and answer customer questions and concerns

**Experience and Abilities**  
- Ability to work in a calm manner with participants while communicating and enforcing the rules of the sport  
- Knowledge of the rules of the sport (preferred)  
- Some degree of relevant experience with the sport (playing, coaching, officiating, etc.)  
- Ability to make split second decisions during game situations  
- Must be a currently enrolled student

**Training**  
- Completion of the officials training program consisting of classroom sessions, on-court clinics, a written exam, and scrimmage (practice) games  
- On-going training provided by the staff supervisors

**Environmental Conditions**  
- Will be required to stand for an extended amount of time  
- Will be required to be outside in the elements for some shifts  
- Occasional lifting of light items

**Pay Scale**  
In accordance with departmental policy, an IM Sports Official will start at a rate of $10.60/hour and is eligible for a merit raise after four months of service.

**Learning Outcomes**  
1. Apply problem solving skills to effectively manage difficult situations and to mitigate conflict. (Job specific skills)  
2. Demonstrate an advanced understanding of teamwork and collaboration and how to work with one another to achieve a common goal. (Social competency/teamwork skills)  
3. Effectively communicate to participants and colleagues in a professional setting, while also showing the ability to interact respectfully with all people. (Communication skills)
**About Intramural Sports**

Do you love sports? Looking for a job that’s more than sitting behind an office desk? Intramural Sports is hiring!

As an Intramural Official, you will make new friends, work flexible hours (evenings only), earn money, and almost never have to work a Friday or Saturday. The intramural department typically employs over 200 student officials. Officials are required to go through a paid training program. Training occurs over a two-week period before play begins and includes classroom sessions along with on-site clinics.

An Intramural Official is responsible for proper game administration of intramural contests. Typical responsibilities include enforcement of appropriate rules and policies, inventory of equipment, evaluation of self and co-officials, verification of participant eligibility, and enforcement of sportsmanship during intramural contests.

Intramural Officials start at $10.60 an hour and are eligible for a $.25 raise each semester. This position offers several opportunities for future promotions and includes a significant focus on transferable professional skill development.

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**Work Hours/Anticipated Schedule**

Intramural officials typically work between 6-15 hours a week, with the opportunity for more work by picking up additional shifts or working multiple sports. Intramural Sports is one of the most flexible jobs on campus, as we will work around your class schedule and other weekly requirements.

Normal hours that you can be scheduled to work are Sunday 3:30-midnight and Monday through Thursday 5:30-midnight. There is the possibility of non-required worked outside of those regular programmatic hours.

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**Hiring Process**

Intramural Sports does not accept applications due to the large number of officials we must hire. In order to be considered for this position, interested applicants MUST attend an Official’s Orientation session. To be hired for Fall 2023, there will only be two orientation sessions. Choose which day works best for you; there is no need to attend both sessions. Please bring your friends!

Upcoming Orientations (To Begin Work August/September 2023)

- All Sports – Soccer, Basketball, Flag Football, Softball, Volleyball
  - Monday, August 21, 8:30pm, SRC 2229
  - Tuesday, August 22, 8:30pm, SRC 2229

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**Contact Information**

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