



### **Intramural Sports Site Supervisor**

**Definition:** Under the direction of the Sports and Facilities Coordinator, and the Intramural Sports Supervisor, responsible for the supervision of Intramural Sports contests and special events.

**Duties:** Ensure each Intramural Sport contest is delivered in a safe and enjoyable manner.

Responsible for the enforcement of rules, policies, and procedures as outlined in the Intramural Sports Handbook.

Responsible for the content of the Intramural Sports Staff Handbook.

Prepare the playing site (field/gym) for competition and ensure that it is safe and free of hazards.

Responsible for the cleanliness of equipment.

Ensure participants observe Program rules and regulations regarding risk management, safety, sportsmanship, and policies and procedures.

Exercise tact, good manners, and courtesy even when situations may become emotional.

Maintain a positive and patient attitude at all times.

Arrive at each shift in proper uniform and be prepared to officiate, if necessary.

Assist in training clinics and practicals, as well as in the supervision and evaluation of Intramural Sports Officials.

Provide Intramural sports Officials constructive feedback and input related to their on-filed performance.

Other duties as assigned.

**Qualifications:** Education: Must be enrolled in a minimum of six (6) units at California State University, San Bernardino and maintain a quarterly and cumulative G.P.A. of 2.5 or better.

Experience: Proven ability to officiate at the collegiate Intramural Sports level.

Demonstrated knowledge of the principles and practices of effective training and supervision of Intramural Sports Officials. Proven ability to assume a leadership position.

Must possess current CPR and First Aid Certifications.

**Compensation:** \$11.25 - \$16.00 per hour.