Supervisor: Assistant Director-Sport Clubs and/or Graduate Assistant-Sport Clubs

Qualifications:
- Maintain a 2.5 GPA per semester
- Maintain a minimum of 9 semester credit hours for undergraduate students and 6 semester credit hours for graduate students

Requirements:
- American Red Cross First Aid and American Red Cross CPR/AED for the Professional Rescuer prior to first shift*
- Training in Blood Borne Pathogens and Student Worker Safety prior to first shift*
- Ability to attend all departmental trainings and Sport Clubs trainings and meetings
- Ability to lift a maximum of 50 lbs.

*Certifications can be maintained upon being hired.

Responsibilities:
- Maintain equipment and facility space for participant safety
- Act as a first responder in emergency situations to make decisions regarding the overall safety and well-being of participants and spectators
- Enforce departmental and campus policies regarding hazardous weather conditions
- Daily on-site supervision of participants, facility space, and spectators
- Assist officers with the understanding and completion of club paperwork
- Assist with the processing and filing of travel requests and related documents
- Ensure the accuracy and completion of all required shift paperwork
- Organize and inventory the Sport Clubs equipment shed and storage closets
- Promote the program to the diverse campus population
- Encourage and promote community service and fundraising opportunities for clubs
- Perform non-routine tasks as assigned by supervisor