

Intramural Official

JOB DESCRIPTION

POSITION SUMMARY

Intramural Officials are responsible for officiating all intramural sports and special events offered by or sponsored by Campus Recreation. They oversee and manage a fun and safe atmosphere for all participants and assist the Intramural Supervisors when needed through enforcing UAB's policies and procedures. Intramural Officials are required to attend all mandatory training clinics and staff meetings.

RESPONSIBILITIES

- Assist in setting up equipment for activities.
- Assist in the signing-in of participants and verifying eligibility.
- Assist in examining playing surfaces for safety hazards.
- Enforce intramural policies and procedures during contests.
- Assist in completing all shift forms that are required.
- Assist in storing equipment at the conclusion of activities.
- Assist in securing the facility at the conclusion of activities.
- Evening and weekend work as required.

ACQUIRED SKILLS

As a result of working as an Intramural Official, the student employee will have the opportunity to acquire and to improve communication, conflict management, teamwork, leadership, adaptability, and customer service skills.

JOB REQUIREMENTS

QUALIFICATIONS

[The requirements listed below are representative of the minimum education and/or hands-on experience necessary to perform each essential responsibility.]

- Degree seeking student at UAB
- Must obtain CPR/AED for the Professional Rescuer/Healthcare Provider with First Aid certification prior to working or be able to within the first 30 days of start date. Certification may be obtained through UAB University Recreation or outside organization
- Leadership and supervisory abilities
- Knowledge of standard practices in recreational sports
- Ability to thrive in an environment that values high expectations, accountability, and balanced lifestyles
- Knowledge of intramural sports policies and rules
- A desire to acquire knowledge of all intramural sports offered
- Good interpersonal skills and ability to relate with peers
- Ability to work as part of a professional team that collaborates effectively with colleagues
- Ability to work independently, as well as a part of a team

REQUIRED SKILLS

[The competencies listed below are representative of the knowledge, skills, and/or abilities required to perform each essential function.]

Professional Competencies

- Ability to handle participant issues
- Ability to communicate effectively with participants and professional staff
- Ability to multitask

Physical Demands

- Occasional bending, stooping, lifting
- Eye-hand coordination (officiating mechanics)
- Hearing and talking
- Standing, walking or running for at least 90% of the shift