

COTC - OSUN
Student Employment Job Description

Job#: 38952

Department: Athletics

Job Title: Recreation Sports Staff

Supervisor: Lazaro Fuentes **Phone #:** 740-366-9410 **Email:** fuentes.6@osu.edu

Hourly Rate: \$ 8.75

Terms job is available: Summer Autumn Spring

Times job is available: Mornings Afternoons Evenings Weekends

THIS IS A FEDERAL WORK STUDY POSITION

Qualifications:

- Must be dependable, self-motivated, personable, work well with people, the ability to manage a sports environment area and have a general knowledge of sports.
- Current First Aid/CPR certifications or ability to obtain both during first quarter of employment
- The Recreational Sports programs are open during the school year and hours of operation have a potential to be: Monday – Saturday, 9:00 am – 10:00 pm,

Summary of Duties:

- Check ID's (faculty, staff, student and alumni) to enter facility and events
- Monitor activities in the Recreation facility and on the fields.
- Enforce rules and supervise use of the Recreation Facility and Fields as well as use of all equipment
- Enforce and follow safety and security policies and procedures
- Keep Recreation Sports Facility Areas clean and orderly
- Set up and tear down for Physical Education courses that use the Recreation Sports Area as their classroom.
- Monitor the check in and out procedure for the equipment used and needed in the Recreation Sports Program
- Monitor and record, report on broken, missing, stolen, or malfunctioning or needed recreation sports equipment.
- Assist Athletic Coordinator and staff with the implementation of various Intramural and Recreational sports programs and events. Set up, monitor use and take-down of equipment during Intramural games.
- Assist with other projects as requested by Program Coordinator and Staff

This job does not replace a full-time employee.

COTC Account #: 52090

OSU Org-Fund #: 09743-012510

OFFICE OF FINANCIAL AID USE ONLY

Students in this job provide services that are open, accessible and designed to improve the quality of life for community residents or to solve particular problems related to those residents' needs Yes No

Students in this job provide services to students with disabilities Yes No

Background Check Required? Yes (SS or RD) No