APPALACHIAN STATE UNIVERSITY
University Recreation (UREC)
Intramural Official

The **Intramural Official** is primarily responsible for managing Intramural and Recreational Sports games and activities. They work to provide the fundamental guidance to support fair and equitable play. This includes providing game and program supervision, enforcing the rules of the game, and providing risk management to the Intramural and Recreational Sports games and activities.

Supervisor: This position reports directly to the **Coordinator of Sports Programs.**
Hours: The **Intramural Official** will work between 8-12 hours per week during the academic year.
Salary: $10.00 per hour.

You will succeed at UREC if you are committed to:

- Exploring to find the best of you
- Bringing your positive and constructive attitude
- Connecting with others
- Being a team player
- Embracing and inspiring a vibrant, active, and healthy community
- Working in a flexible schedule that may require some evenings, weekends, and designated holidays

Join our team

Appalachian State University (App State) invites interested applicants for the position of **Intramural Official** to become a part of the UREC team as we facilitate an environment where recreation and wellness opportunities transform, engage, and care for the App State community.

Who we are

UREC fosters healthy lifestyles for lifelong wellbeing. You will join a UREC team that is creating an exciting environment, values collaboration, innovation, and is welcoming to all App State students, faculty and staff. At UREC we believe in a community with opportunities for everyone, with everyone. Learn more about us from our website.

Responsibilities include, but are not limited to:
• Demonstrate knowledge of sport rules and Intramural Sports policies and procedures and enforce and implement sport rules
• Respond to and manage conflict management situations
• Manage participants and teams with assistance of Sports Supervisor
• Ensure completion of team rosters and waivers
• Monitor and maintain crowd control
• Facilitate directions and court/field assignments to officials, teams, and individuals
• Communicate with Intramural Sports participants concerning rules, policies and procedures, and general program information
• Complete all necessary paperwork during and after each shift
• Assist in the preparation and clean-up of facilities
• Communicate injuries, suggestions, and problems regarding activities to appropriate individuals
• Other duties as assigned

Required qualifications:

- CPR/AED, First Aid Certification or ability to obtain within 21 days of first day of employment (UREC will provide this training upon hire)
- Dedication to University Recreation and a desire to support its Mission, Vision and Values.

We are committed to facilitating your learning journey and creating unique opportunities for your career and self development. We encourage experiences at UREC to correlate with the NACE Competencies established through the National Association of Colleges and Employers.

How to apply:

- To apply for positions, please visit our website.
- If you would like to speak with someone about employment opportunities, please contact PJ Hartleb, Assistant Director of Sports Programs, (828) 262-8710 or email hartlebpg@appstate.edu.

Please be aware that to be eligible for student employment with UREC, you must be a current student enrolled at Appalachian State University and in good academic standing.

* This position is available for Federal Work Study *

Office of Disability Resources Accommodations: The Disability Resources (ODR) unit of Access & Opportunity is the designated office at Appalachian State University for promoting opportunity, access, and civil rights based on a disability. ODR oversees access needs, applicable University resources/supports, and eligibility of appropriate accommodations (adjustments, auxiliary aids/services and reasonable modifications) based on disability for students and visitors. ODR is also responsible for oversight of accessibility of programs, services and activities; disability compliance requirements; and the facilitation of removing existing disability-related barriers within the built environment. Individuals needing reasonable accommodations should contact the Office of Disability Resources (828) 262-3056 or odr.appstate.edu.

EEO Statement: Appalachian State University is an Equal Opportunity Employer. The University does not discriminate in access to its educational programs and activities, or with respect to hiring or the terms and conditions of employment, on the basis of race, color, national origin, religion, sex, gender identity and expression, political affiliation, age, disability, veteran status, genetic information or sexual orientation.