

**BGSU Recreation and Wellness
Student Employment Position Description**

Job Title: Intramural Official/Scorekeeper

- A. Main Purpose of the job:** Enforce departmental policies and procedures as well as sport specific rules during Intramural Sports activities.
- B. Primary responsibilities or key duties of the job (tasks performed regularly):**
1. Officiate and/or keep score during Intramural games.
 2. Set up and take down Intramural field/court equipment.
 3. Enforce all Intramural policies while keeping and reporting an accurate record of game results.
 4. Supervise the use of Intramural game equipment.
 5. Assist Intramural supervisors with occasional duties not otherwise performed on a regular basis.
- C. Basic Qualifications:**
1. Possess the physical capabilities necessary to officiate or keep score during Intramural competitions.
 2. Basic communication and customer service skills and a friendly positive attitude as officials and scorekeepers will have direct interaction with BGSU students, faculty and staff.
 3. Previous experience in officiating and/or scorekeeping athletic or recreational activities is preferred, but not required.
 4. Knowledge of rules and a commitment to improvement are expected of BGSU Intramural employees.
- D. Additional Information:**
1. Attend a mandatory clinic held at the beginning of each semester for BGSU students who are interested in working Intramural sports during the semester.
 2. Attend additional mandatory sport clinics.
 3. Encouraged, but not required, to work multiple sports.
 4. Promote the overall mission of Recreation and Wellness and Intramural Sports.