Student Position Description

JOB TITLE: Club Sports Assistant
REPORTS TO: Club Sports Team Leader
PAY RATE: Tier I – starts at $9.00/hour

SUMMARY OF POSITION:
Campus Recreation provides quality fitness and recreational experiences designed to positively impact the development of Elon students and contribute to the holistic well-being of the campus community. The club sports assistant oversees club sports practices and home events to ensure a safe, inclusive environment and the proper enforcement of rules and policies.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
- Check in club sports participants prior to practices and home events to ensure eligibility of all participants
- Adhere to safety and risk management policies, and ensure participant safety
- Maintain club sports equipment and facilities
- Complete office hours as scheduled
- Maintain a working knowledge of all Campus Recreation programs, services, and events
- Foster strong partnerships with other members of the Club Sports team, as well as colleagues throughout Campus Recreation
- Deliver quality customer service to all patrons, program participants, and visitors
- Attend all Club Sports team meetings and trainings
- Other duties and projects as assigned

MINIMUM QUALIFICATIONS:
- American Red Cross CPR, First Aid, and AED certification (classes available through Campus Recreation)

LEARNING OUTCOMES:
Through employment in Campus Recreation, the club sports assistant will:
- Develop transferrable skills such as teamwork, communication, time management, organization, conflict resolution, critical thinking, and decision making.
- Be able to articulate the value of recreation in the overall college student experience.
- Know the various clubs and be able to advocate to other students for the benefits of participation in club sports.

EQUAL EMPLOYMENT OPPORTUNITY:
Elon University does not discriminate on the basis of age, race, color, creed, sex, national or ethnic origin, disability, sexual orientation, gender identity, or veteran’s status in the recruitment and admission of students, the recruitment and employment of faculty and staff, or the operation of any of its programs.