



Student Position Description

JOB TITLE: Driving Range Assistant

REPORTS TO: Assistant Director of Sport Programs

PAY RATE: Tier I – starts at \$9.00/hour

DEPARTMENT MISSION STATEMENT:

Campus Recreation & Wellness contributes to the holistic well-being of students, faculty, and staff by providing access to recreational and educational experiences fostering a sense of community and belonging, and empowering individuals to cultivate positive wellness values and behaviors that last throughout and beyond their time at Elon.

SUMMARY OF POSITION: (one sentence description of position, example below)

The Driving Range Assistant is responsible for the cleanliness of the driving range and provides excellent customer service to Elon students/faculty/staff.

LEARNING PRACTICES:

Through employment in Campus Recreation & Wellness, the driving range 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 and wellness in the overall college student experience.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Ensure all driving range policies are followed
- Collect golf balls from the driving range as necessary and operate golf ball cleaning machine
- Maintain a working knowledge of all Campus Recreation & Wellness programs and services
- Foster strong partnerships with other members of the driving range team, as well as colleagues throughout Campus Recreation & Wellness
- Deliver quality customer service to all patrons, program participants, and visitors
- Attend all mandatory Campus Recreation & Wellness 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 & Wellness)

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.