



Position: Intramural Commissioner
Location: Student Life, Rozier Hall
Reports To: Director of Recreation

Description: The Recreation Office at Christian Brothers University provides intentional programming that aids in the holistic development of its students. The Office employs two (2) intramural commissioners and one (1) staff assistant who supervise twelve (12) intramural officials and ten (10) team managers.

Duties and Responsibilities:

- Full administrative responsibilities in managing a comprehensive Intramural Sports program (including but not limited to equipment inventory, facility scheduling, event clean up, report writing, and developing officials work schedule)
- Recruit, hire, train, supervise, and evaluate intramural officials for use during recreation events
- Serve as general coordinator and supervisor of all intramural and recreational activities (i.e., basketball, flag football, Humans Vs. Zombies, sand volleyball, etc.)
- Market and advertise all recreation events to University community
- Assist with development and implementation of learning outcomes for recreational events
- Develop and communicate calendar of intramural activities to be offered during regular academic year
- Troubleshoot concerns and safety issues raised by players, coaches, managers, staff, and fans in the area of intramural and recreation
- Serve as general coordinator of the Swashbuckler Fitness Center.
- Interface with Student Life, Athletics, Event Services, Campus Safety and other offices and departments on campus

Qualifications/Requirements:

Ability to recruit, trains, and supervise college student personnel (managers and officials)
Excellent written and oral communication skills
Knowledge of a variety of sports and intramural programs
Experience within a campus recreation setting
Background in in sports and knowledge of games rules and regulations
Ability to work evenings and weekends
Strong interpersonal and communication skills, and proficiency in problem solving and leadership

Application Instructions:

To apply for the Intramural Commissioner position please submit a resume and list of 3 references to the Recreation Office, Rozier Hall or through email to Thien Nguyen, thien.nguyen@cbu.edu, **applications are due Wednesday, March 18, 2015.**