

Position Title: Intramural Sports Official  
Status: Student Parttime/Non-exempt (Student Assistant II)  
Location: California State University East Bay, Hayward, CA  
Reports To: Associate Director, RAW/UU Operation

Within the department of Recreation and Wellness (RAW) Center the Intramural Sports Official is responsible for assisting in the production of an inclusive intramural sports program which may include field setup/take down, marketing, officiating league sports and tournaments, scorekeeping and/or special events.

#### Essential Duties and Responsibilities

1. Completion of specialized in-house training and development.
2. The ability to effectively officiate and score keep intramural sports contests.
3. Assist in marketing intramural sports and tournaments.
4. Ability to learn, follow and enforce RAW Center policies and regulations.
5. Ability to move quickly up and down field/court.
6. Sign up participants and set up courts/fields for play nightly.
7. Ability to work at least three (3) games in succession, or 3 hours.
8. Provide quality customer service for all staff and participants.
9. Ability to work well with other officials and supervisors.
10. Other duties as assigned.

#### Required Experience/Education/Certifications

1. Currently enrolled CSU East Bay student (minimum 6 units for undergraduate students; 4 units for graduate students). Summer quarter enrollment is not required.
2. Must be available to attend mandatory sport specific trainings.
3. Must be available to work at least three nights per week.
4. Experience watching, playing, and/or coaching the following sports: Basketball, soccer, volleyball, flag football, and/or other Intramural Sports offered throughout the year by the RAW Center.
5. Strong customer service, conflict r