



Job Title: Game Day Operations Staff

Department: Department of Athletics

Supervisor: Director of Athletics or Designee

Starting Rate of Pay: \$8.00-\$10.00 per game worked

Length of Time: Academic Year (Fall Indoor Sports (Volleyball) & Winter Indoor Sports (Basketball))

Department Description

Athletic Facilities and Operations team ensures that all athletic facilities are prepared and set up for all athletic events held in athletic facilities.

Our goal is to provide the best possible service to all athletic teams, Valor Collegiate's network, and all guests that attend our events.

Job Description

The Game Operations Staff must be detailed oriented. Game Day Operations staff will assist in the setup, operation, and tear down all athletic events at designated athletic venues. The Game Operations Staff will gain experience and improve their leadership and communication skills.

Students who complete the entire season with exemplary performance will be eligible to receive a Varsity letter

Job Location/ Hours Required

The candidate will perform most/all job duties at all athletic facilities (Mainly VCP Gym). Hours may vary depending on the job requirements and athletic event schedule; however, the total number of hours a student employee may work per week during the season is 12 hours.

Responsibilities:

- Prepare facilities for all athletic contests.
- Set-Up/Breakdown of all events. Cleaning of Gym floor/Bleachers
- Concessions Works, Gate Workers, Score Clock Workers, Book Keepers
- Assist with game management responsibilities
- Assisting other departments with facilities needs for events
- Liaison for visiting teams/officials
- Assisting with non-athletic campus events
- Other duties as assigned by the Director of Athletics or designee

Required Qualifications:

Applicants should have an interest or background in athletics, the ability to stand for an extended period of time, the ability to perform manual labor, and the ability to work nights and some weekends.

Desired Skills:

- Must have a minimum (2.5) overall GPA
- Strong work ethic
- Detailed oriented
- Strong communication skills
- 4 to 5 hours per game, 2-4 games per week during prime seasons