

Campus Recreation

Intern – Intramural Programming

Position Description



QUALIFICATIONS

- Preferred 2 years experience with Intramurals
- Demonstrated experience in the management of Intramurals
- Demonstrated supervisory experience and knowledge of officiating techniques
- Strong organizational, interpersonal skills, and the ability to work autonomously
- Excellent customer service skills
- Ability to facilitate and lead required trainings
- Currently enrolled student at UW-Superior in academic good standing
- Maintain current CPR/AED-Adult & First Aid certifications
- Obtain Bloodborne Pathogen Training to Level: 2A

RESPONSIBILITIES

- Coordinate and manage a comprehensive intramural program
- Hire, train, and evaluate intramural officials and sport supervisors
- Provide supervision of intramural leagues and campus recreation special events
- Provide disciplinary action to intramural supervisors, officials, and/or participants as necessary
- Coordinate the marketing of intramurals
- Assist professional staff in developing policies and budget
- Assist in distribution, collection, inventory, ordering and maintaining of equipment
- Oversee and/or coordinate sport leagues, tournaments, and special events
- Other duties as assigned

TIME COMMITMENT & TRAINING

- Full time internship (28-40) hours per week
- Must be available to work nights and weekends.

COMPENSATION

- Commensurate with experience and track record
- On-campus housing is provided (optional)

REPORTS TO

- Coordinator of Intramural Programming
- Can take direction from Campus Recreation Professional Staff

QUESTIONS AND SELECTION INFORMATION

- For questions regarding the selection of the Intern – Intramural Programming position, please contact Harry Anderson at (715) 395-4651 and/or handerso@uwsuper.edu