

SOUTH DAVIS RECREATION CENTER

NOW HIRING

Jr. Jazz Youth Basketball

REFEREES &

GYM SUPERVISORS

Must be at least 16 yrs. to Referee.

Must be at least 21 yrs. to Gym Supervise.

**Apply in person at the front desk
of the South Davis Recreation Center
550 N. 200 W. Bountiful, UT**

**Questions? Contact Haley at 801-298-6235 or
haley@southdavisrecreation.com**



POSITION: GYM SUPERVISOR

POSITION REPORTS TO: Recreation Coordinators and Recreation/Ice Director

POSITION SUPERVISES: Recreation Officials and Score keepers

GENERAL PURPOSE

Under the direct supervision of the recreation coordinators, the gym supervisor will oversee youth basketball games and help ensure the safety of the patrons in and around the basketball courts.

EXAMPLE of DUTIES

- Strictly and tactfully enforce rules, regulations, and policies of SDRC Jr. Jazz program
- Always conduct oneself in a professional manner and be dressed in appropriate attire
- Communicate with staff & patrons in a positive & productive manner at appropriate times
- Respond to questions and/or concerns of coaches/patrons in a prompt fashion
- Establish and maintain effective working relations between officials and patrons
- Assist in preparing & cleaning facility site before & after games
- Discuss areas of concern with recreation coordinators
- Ability to score keep basketball and manage a game clock
- Other duties asked of you by recreation coordinators

MINIMUM QUALIFICATIONS

- 21 years of age
- Previous supervisory experience preferred
- Ability to communicate effectively with patrons, supervisors, and other employees
- **Alert, attentive, and responsible**
- Ability to give instructions and discipline staff as needed

WORKING CONDITIONS

- Willing and available to work evenings, weekends, and holidays
- Moderate physical activity including setting up and taking down chairs and tables
- Exposure to stressful situations as a result of human behavior

EXPECTATIONS

- Be punctual. Must arrive at least 30 minutes prior to first game. Every game needs to start on time. You are expected to set up the facility for games, and be able to keep score and run a game clock.
- If you are unable to work your assigned shift, you must find your own substitute and inform the recreation coordinator who will be working for you.
- Be respectful.
- Be firm. It's ok to be firm. Firm does not have to be mean.
- Be happy.
- Be positive.
- Have fun.
- At the end of each night:
 - Clean up the facility: put away tables and chairs, pick up garbage, put items in lost & found, check bathrooms for general cleanliness, etc.
 - 5 minute staff meeting: address concerns/issues, make sure everyone has signed a time card, and end the meeting with something positive from the night.
 - Lock doors, the gym supervisors should be the last employees to leave.