STUDENT LEAGUE MANAGER
For the 2021-2022 Academic Year

DUTIES & RESPONSIBILITIES:

Reporting to the Coordinator, Student and Youth Programming or designate, the successful applicant will be responsible for providing leadership in the administration, supervision, special event management and delivery of the Intramural Sports Programs. The successful applicant will also be responsible for performing a number of other program related administrative functions. The successful applicant will work in a team environment to provide recreational and customer service to members of the University community. Please indicate what sport(s) you would be interested in working with, they may include but are not limited to Basketball, Volleyball, Floor Hockey, Dodgeball, Ultimate, Flag Football and Badminton

LEAGUE MANAGER DUTIES:

- Be aware of recreational trends
- Understand the equipment required and best spaces to use
- Make league schedules and tournament brackets
- Determine proper pricing strategies
- Marketing of Intramural events
- Attend professional development opportunities when possible

QUALIFICATIONS:

- Must be a registered University of Regina student. Preference provided to those students registered in the Faculty of Kinesiology and Health Studies (Major: Recreation/Sport Admin.)
- Must be available to work some evenings and some daytime hours.
- Must be familiar in the operation of a number of software applications
- Must have strong leadership, organizational, communication, public relations, and customer service skills.
- CPR and First Aid required
- Participating in intramurals is an asset
- Be fairly knowledgeable of the sport(s) in which you would prefer to coordinate
- Must be in good academic standing in their respective program.

SALARY: $17.00/hour

HOW TO APPLY: Submit cover letter and resume to:

Alison Fisher
Coordinator, Student and Youth Programming
Alison.Fisher@uregina.ca

CLOSING DATE: 11:59 p.m. on Wednesday, August 11, 2021

Employment and training will begin in late August