

Department of Campus Recreation
Sport Club Manager

Hours/Week: 10-15 hours

Sport Club Manager Wage/Hour: \$8.25/hour

Enforce and oversee the risk management policies for all Competitive Sports events. These events can include but are not limited to Intramural Sports events, Sport Club practices, and Sport Club competitions/events. These duties include ensuring the safety of the facilities for events, act as a first responder to all emergency situations, responsible for securing all equipment after the event and leaving the facility clean.

Responsibilities:

- Ensure a safe environment for all participants by inspecting the playing area before the competition, and creating a safe environment for play
- Assist with setup and breakdown of facilities and events, including goals, equipment, tents, ice, water, etc.
- Arrive prepared and on time to all scheduled shifts
- Maintain an appropriate professional demeanor at all times
- Act as an ambassador for FGCU Campus Recreation and answer participant, spectator, and visitor questions to the best of your ability
- Serve as a First Responder and attend to all injured participants by following basic First Aid and CPR protocols and remove athletes from play if necessary
- Assist Athletic Trainer and EMS in responding to emergencies during high risk events
- Have a firm understanding of/activate Emergency Action Plans
- Call or direct someone else to call 911 if injury occurs beyond your scope of practice
- Fill out Accident, Incident, Event Reports, and other required paperwork after each event supervised
- Be aware of where emergency exits, bathrooms, and AED's are located
- Responsible for keeping all certifications current
- Ensure proper use of all university equipment by program participants
- Attend all addition in-service training sessions throughout the year
- Other duties as assigned

Qualifications:

- Enrolled as a student in good standing at Florida Gulf Coast University
- American Red Cross Professional Rescue First Aid and CPR/AED certified
- Ability to work independently and handle stressful situations in a calm manner
- Available to work nights and weekends
- Students pursuing Athletic Training degrees are strongly encouraged to apply – familiarity with the Competitive Sports Program or interest in the field of Sports Management or Recreation is preferred