



## **JOB DESCRIPTION: Athletic Events**

**Name of Position:** Student Worker for **ATHLETIC EVENTS GATE.**

**Department:** **ATHLETIC DEPARTMENT**

**Campus Location:** **JANTZ STADIUM OR STEWART FIELDHOUSE**

**Supervisor:** **JEANICE LOWRY**

**Length of Contract:** *Per Academic Year*

**Pay Rate:** Minimum Wage

**Job Purpose:** *The student will receive admission fees from campus visitors, alumni, and fans upon entering the venue that is hosting the event. This will support the Athletic Department monetarily.*

### **Job Responsibilities:**

Greet guests, alumni, boosters and fans went entering a sporting venue, answer questions and direct to the proper individual(s) when needed.

Receive sporting event admission fee from individuals as they enter the sporting venue.

Direct them to the proper seating area upon entering the sporting venue.

Other duties as assigned by the supervisor.

### **Qualifications:**

Student needs to be prompt for the sporting event they are working and notify supervisor if not able to be on time.

Student needs to be able to add, subtract and multiply.

Student needs to have excellent communication skills and be detail oriented.

Student needs to be able to work well with others in a team setting.

Student needs to have the flexibility to work between 3 - 5 hours per week depending on sporting event. (weekdays /or weekends may be required.)

Student needs to be outgoing and able to deal with the public.

Student needs to have the ability to follow directions from supervisor and give directions to others if needed.

### **Skill Development Areas:**

- *Listening, Customer Service, Time Management, Multitasking, Communication.*

**Evaluation:** *Student will be evaluated each time they work a sporting event. Supervisor will determine whether instructions were followed and will be asked to work another event.*