

August 9, 2017
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Athletic Event Supervisor
Celina City Schools

Immediate Supervisors: Athletic Director and/or Building Principals

Job Status: As Needed

Hours of work: Before, During, and After the Athletic Event

Job Qualification and Interpersonal Skills:

- Must possess and use excellent communication skills. Interpret information accurately and initiate effective responses.
- Ability to work effectively with staff and students.
- Available to work irregular hours and/or a non-traditional schedule.
- Complies with drug-free workplace rules, Board policies and administrative guidelines/procedures.
- Embodies high ethical standards and integrity. Accepts responsibility for decisions and conduct.
- Exhibits consistent, impartial, resilient, and resourceful management skills.
- Maintains a record free of criminal violations that would prohibit public school employment.

Job Summary:

- Enforce limits for student and fan behavior as set by the Western Buckeye League. Improper behavior should be handled immediately.
- Upholds Board policy.
- Promotes a safe environment.
- Work cooperatively with officiating crews.
- Enforces athletic program policies. Upholds the athletic conduct code. Promotes fair play. Demonstrates respect for rules, officials, and opponents.
- Helps coaches deal with discipline issues.
- Maintains a professional appearance. Wears work attire appropriate for the position.
- Maintains an acceptable attendance record and is punctual.
- Respects privacy and maintains the confidentiality of privileged information.
- Strives to develop rapport and serves as a positive role model for others.
- Uses diplomacy and exercises self-control when dealing with other individuals. Respects diversity.
- Intervenes to prevent/stop bullying and/or inappropriate student behavior.
- Responds to emergencies. Serves as a liaison to community services (police, fire, etc.)
- Upholds the student conduct code. Maintains high expectations for behavior.
- Assist with unexpected/urgent situations as needed.