


*Job ID:	20295
*Job Title:	Informal Recreation Attendant
Job Reference Num  :	
[Control]Employer Name:	UMass Boston Athletics and Recreation
No of Openings:	
Days/hours & duration of job:	Weekdays 11am-2pm, Weeknights 8pm-10pm, Weekends 5pm-8pm
Wage/Salary:	Grade II, \$15.00
Start Date:	September 1 (Training). Work hours commensurate with academic calendar as informal recreation runs during the fall and spring semesters.
*Job Description:	<p>Under the supervision of the Manager of Intramural Sports and Informal Recreation, this position will represent the UMass Boston Recreation department professionally and in accordance with the mission and goals of the University and department. Responsibilities include:</p> <ul style="list-style-type: none"> • Follow/enforce policies and procedures for the safety of participants and security of the facility; • Issue equipment while working in Clark Athletic Center Gymnasium or Ice rink; • Provide a safe and secure environment for recreation participants via supervision and policy enforcement; • Provide customer service to recreation participants and other individuals who might have questions about recreation programming or Clark Athletics Center; • Assist with managing equipment inventory and organization of equipment; • Abide by all Clark Athletic Center policies and Recreation policies; • Be punctual for all shifts and meetings; • Attend mandatory staff meetings and training; • Be a responder in the event of an emergency (employees will be certified in CPR/AED and First Aid upon hire, if necessary); • Other duties as assigned.
*Prerequisites/ Certifications/ Qualifications:	Federal work-study optional. Applicants must have good customer service, communication skills, be organized and responsible, and able to articulate rules and regulations to patrons.
*Application Instructions:	Contact Matt Lee at matthew.lee@umb.edu with questions or for more information.