Application Process and Hiring Information for Intramural Sport Jobs

The Athletics and Recreation Department at Missouri S&T consists of five programming areas: Varsity Athletics, Student Recreation Center, Intramurals Sports, Fitness Center, and Fitness and Wellness programs. There are two types of Positions: Entry Level and Supervisor.

Consideration for employment is based on the review of a completed Athletics and Recreation student employee job applications and interview, and may vary based upon position and program area. Detailed information is included in each description below:

**Intramural Score Keeper Job Description**

Program Area: Intramural Sports  
Supervisor(s): Intramural/Recreation Managers  
Pay Rate: $7.50  

Intramural Score Keepers are responsible for accurately completing all competition documents and enforcing the policies and procedures of the sport as well as the program as a whole. This requires strong communication skills, a high level of attentiveness, and the ability to work collaboratively with the game officials and supervisor. This position does require a minimum level of knowledge to track the necessary information that pertains to the sport they are working.

This is an entry level position. Applicants are expected to be personable, timely, organized, and have the ability to understand and enforce Athletics and Recreation policies. Entry level positions require little or no related experience; all necessary training is provided.

**Specific Responsibilities**

- Keeping accurate information (i.e. score, time) in accordance with the rules of the sport
- Assisting in game site preparation and teardown
- Knowledge of the university’s Intramural Sports Program policies
- Attend training for time/scorekeepers
- Being alert and focused for the duration of the contest(s)
- Ensure all participants present their ID, their name is on the printed score sheet, and that they sign it.
- Communicate any problem, member concerns or suggestions to the Intramural/Recreation Supervisor and/or Managers.

**Required Qualifications:**

- Currently enrolled Missouri S&T student.
- Willingness and ability to work evening, and weekend hours