



2016-17 Competitive Sports Supervisor Application Information

Application Process

- Deadline – Feb. 18
- Interview – Feb 22-March 3
- Practical– March 20 – April 7
- Selection – April 15

The Search Committee

- Competitive Sports Professional Staff and Supervisors

Qualifications

- Part time student enrollment status (min 6 credits)
- At least one successful semester of intramural sports officiating at GVSU
- Great communication skills
- Leadership
- Ability to work in a team environment

Job Details

- \$9.75/hour
- ~15 hours/week
- Mandatory Training – August 22-26
- First Aid/CPR Certification
 - Heads Up Concussion Certification
- Required Supervisor meetings during the year
- Official's training
 - Plan, train and evaluate officials
- One-on-one evaluations
- Office work (potential)

Job Duties/Expectations

- You are responsible for making sure nightly events run efficiently
- Crisis management: You will have to effectively diffuse situations
- Injury Response
- Evaluation: You have a key role in developing the officials

Skills

- Professionalism
- Communication
- Managing difficult people
- Poise
- Leadership
- Management
- Confidence
- Delegation
- Attention to detail
- Responsibility
- Teamwork
- Hiring/evaluation
- Flexibility/multi-tasking
- Problem-solving
- Decision-making
- Time management
- Organization
- Patience

The Interview

- Feb. 22-Mar. 3
- Location and time TBA
- Interview panel
- Situational questions
- Job readiness/preparation
- Confidence

The Practical

- March 20-April 7
- Shadow supervisors on nightly shift (twice)
- This is part of your interview
- Learn role of supervisor
- Initiative/Interest
- Demonstrate you can do the job
- More information during the individual interview

Application Essay Questions

- Why do you want to be a Competitive Sports Supervisor?
- Tell us about your intramural sports experience.
- What characteristics and skills make you uniquely qualified for this position?

Resources

- Current Supervisors
- Eric Garvelink: garveler@gvsu.edu
- Mitch Eastlick: eastlicm@gvsu.edu
- GVSU Career Center
 - 206 STU or 101B DEV
 - 616-331-3311
 - www.gvsu.edu/careers



• **Thank you and good luck**

Follow this link to the application