

ADULT SPORTS OFFICIAL

Department: Recreation

FLSA Classification: Non-Exempt

Supervisor: Recreation Supervisor

Pay Range: \$17.00 - \$25.00 DOE per game/contest

Last Update: August 4, 2016

POSITION SUMMARY

This part-time position is responsible for officiating at adult sports events including volleyball, basketball, softball, and soccer. Adult Sports Officials initiate game play decisions with arm signals and verbal announcements, impose penalties for rule violations, control the play by whistle and/or signal, and check scores. Position acts as referee, game official, or umpire in Adult Sports Leagues and Tournament games utilizing current rules and regulations applying to particular sports. This position requires working a flexible schedule; typically occurs on weekday evenings after 5 PM and occasional weekends depending on game schedules.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Officiate EVRPD adult sport competitions by administering rules in a fair and consistent manner.
- Enforce league rules and regulations, and assure that games are played in a fair and safe manner.
- Promote safe practices in agreement with the safety rules and procedures set forth by the EVRPD, and obey and comply with all EVRPD ordinances and policies.
- Communicate game situations to field supervisors and stay mentally alert.
- Quickly talk over situations, make the final call, and move on.
- Remain firm but approachable to your crew, scorekeepers/timers, coaches, and players.
- Attend EVRPD sponsored and/or recommended officiating clinics and meetings.
- Ensure that game courts, fields, and equipment are in proper and safe playing condition, and that all games are started on time.

OTHER DUTIES

- Effectively communicate verbally with the public in a professional manner.
- Observe and monitor participants and the public's behaviors to determine compliance with operating and safety standards
- Appear on time for all scheduled games.
- Performs other duties deemed necessary and assigned.

KNOWLEDGE, SKILLS, and ABILITIES

- The employee must have the ability to establish successful working relationships with co-workers, coaches, volunteers, participants, and the public and use good professional judgment, honesty, and integrity in decision making.
- Ability to enforce department policies and procedures and to interpret written instructions and manuals.
- Ability to make the proper calls on command and the ability to accept criticism.
- Ability to see play with sufficient clarity to make accurate decisions.
- Knowledge of game rules of the sport hired to officiate; scoring techniques, officiating techniques and methods of refereeing disputes; know proper positioning and mechanics.
- Knowledge of how to handle managers under difficult game situations.

EDUCATION AND EXPERIENCE

- Must be at least 18 years of age, with ability to read, write, and count.
- Position will require attendance at pre-season orientation/training with ability to pass written and/or oral exams on the sport hired to officiate.
- Previous officiating experience is preferred, but not required.

LICENSES AND CERTIFICATIONS: None needed.

WORK ENVIRONMENT

Employee works indoors and outdoors at a variety of playing sites throughout the EVRPD service area. The EVRPD uses Estes Park School District R-3 school facilities and follows all district policies. Employee is occasionally exposed to wet, cold, windy, sunny conditions and other variable outside weather conditions. Employee will be exposed to loud noises, moving/running participants and fast moving sports equipment.

PHYSICAL REQUIREMENTS

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. Employee is frequently required to run, jump, bend or stoop repeatedly or continually over time; walk over rough and/or uneven surfaces, and make continuous or repetitive arm-hand movements. Employee operates ball pumps, timing devices, and whistles.

PRE-EMPLOYMENT REQUIREMENTS

The position is subject to EVRPD's pre-employment screening requirements including, but not limited to:

- Criminal, National Sex Offender, and Motor Vehicle background checks, and a pre-employment medical examination/physical