



# ANDERSON UNIVERSITY

Department of Student Life

## **Intramurals: Student Director Job Description**

### **POSITION SUMMARY**

The Intramurals: Student Director (ISD) is responsible for cultivating a professional and relational connection between the office of Student Engagement and Intramurals. This individual is tasked with providing a strong sense of accountability for the Intramural: Student Coordinators in executing their jobs with excellence. The ISD will bring a mature presence to the fields and courts as well as advise game play to ensure that a safe environment is being fostered and that contests are being officiated in a way that is professional and relational for our participants to enjoy. The ISD, under the oversight of the Director of Student Engagement, will work to create a dynamic, impactful, and nurturing service to our faculty, staff and students in the form of Intramural sports.

### **MISSION OF STUDENT LIFE**

*The Department of Student Life explores paths for holistic development and helps students navigate their invitation to be co-creators transformed by Jesus Christ for ongoing service to others.*

### **QUALIFICATIONS**

- Required: Class standing of Junior or Senior student during the term of employment.
- Required: Good standing, free of academic or disciplinary probation.
- Required: Must adhere to the standards outlined in the student code of conduct.
- Required: Working knowledge of the standards of play for the appropriate competition.
- Preferred: 2.5 cumulative GPA.
- Preferred: Minimum of one year of experience as an Intramurals: Student Coordinator.
- Preferred: Free from Chapel Probation.
- Preferred: Demonstrated commitment to a Christian worldview.

### **VALUED SKILLS AND TRAITS**

- Continually seeks the Lord and is growing in personal relationship with Christ.
- The ability to balance academic work with demands of the position.



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- Integrity and ethics in job related and personal experiences, which extends to all holidays and breaks.
- Respect for the worth of individuals.
- Exhibits leadership skills.
- The ability to relate to a diverse spectrum of students.
- Organized and meets deadlines in a timely manner.
- The desire to serve others, tempered with an awareness of personal limitations.
- Skills in establishing rapport along with the ability to relate well.
- The desire and ability to communicate concern for others.
- Compassion toward fellow students, staff and faculty.
- Emotional maturity, dependability, and responsibility.
- Humbly leading a team of peers.
- Willingness to authentically share one's life story and experiences.

### **LEADERSHIP EXPECTATIONS/RESPONSIBILITIES**

- Achieve a minimum of 9 Student Leadership Points each semester (Fall and Spring). A menu of Student Leadership Point opportunities will be provided.
- Attend one Career and Calling for Student Leaders session each academic year (3 Student Leadership Points).
- Arrive on campus and/or prepare to begin responsibilities up to one week prior to the start of each semester for training, team building, and preparation.
- Actively support and positively contribute to the work of other student leaders.

### **ROLE EXPECTATIONS AND RESPONSIBILITIES**

- Under the direction of the Director of Student Engagement, responsible for the leadership and effectiveness of Intramurals: Student Coordinators.
- Provide training and support for Intramurals: Student Coordinators.
- Lead the process of updating rules, regulations, and processes for each sport.
- Attend a minimum of 4 IM tournaments during the academic year.
- Assess participation rates for each season and sport and make adjustments to schedules to promote greater participation.
- Review and update safety processes for all sports.

### **TIME COMMITMENT**

- The Intramurals: Student Director role requires a commitment of approximately 12 hour/week including a minimum of 6 office hours each week, evening, and limited weekend hours.
- Weekly meeting with the Director of Student Engagement or designee.



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- Attend and lead meetings with Intramural: Student Coordinators, team captains, and officials.