



CITY OF BRAWLEY

JOB ANNOUNCEMENT

DEPARTMENT: Parks & Recreation

POSITION: Field Supervisor for Recreation Leagues

SALARY: \$10.00 per hour

EXAM TYPE: Oral Interview

DUTIES: See job description

MINIMUM QUALIFICATIONS: 18 years of age or older; a valid California driver's license; prior experience in supervising adult sports activities; prior experience as a scorekeeper, referee, or umpire preferred.

APPLY TO: Submit your application to:
Personnel – City Administration Offices
383 Main Street
Brawley, CA 92227
(760) 351-3057

APPLY BY: June 5, 2015

(Posted 05/26/2015)

CITY OF BRAWLEY

CLASS TITLE: Field Supervisor for Recreation Leagues

BASIC FUNCTION:

Under the supervision of the Parks and Recreation Coordinator, the Field Supervisor will work closely with the Coordinator and is responsible for the overall supervision of the recreation leagues which includes supervising specific programs, facilities and staff.

DUTIES:

- Required to place all equipment needed for the particular sporting league
- Enforces all department and/or league rules
- Required to put all equipment in its designated areas after games
- Supervises umpires, referees, and scorekeepers
- Maintain weekly game statistics
- Required to turn on and off lights at game sites
- May be required to act as an umpire or scorekeeper for different sports
- Required to hold meetings with the team managers to discuss league operations, rules, and distribute information
- May be required to answer and rule on protests or problems
- Clears routine and disciplinary problems with the Coordinator
- Provides program feedback to the Coordinator
- Provides assistance to the Coordinator as needed and performs regular duties as required

KNOWLEDGE AND ABILITIES:

- Knowledge of implementing sports activities
- Knowledge of rules in basketball, soccer, softball, etc.
- Knowledgeable in keeping and recording statistics
- Possess supervisory skills
- Ability to have excellent organizational skills
- Ability to be punctual and dependable
- Ability to receive and carry out instructions
- Ability to work irregular hours, including weekends, evenings and holidays

EDUCATION AND EXPERIENCE:

- Must be 18 years of age
- Must possess a valid driver's license
- Prior experience in supervising adults sports activities
- Prior experience as scorekeeper, referee, or umpire preferred
- First Aid/CPR preferred but not required

WORKING CONDITIONS

ENVIRONMENT:

- Required to work either indoors or outdoors depending on the season
- Required to work in cold or extreme heat depending on the season

PHYSICAL DEMANDS:

- Required to stand or walk for extended periods
- Required to interact with a variety of people
- May be required to bend, stoop, knee, crawl or crouch
- May occasionally lift and/or move up to 15 lbs.