

Job Title: CYO Game Day Supervisor

Location: *Saint Rose School Gym*

Position Type: Part-Time

Reports To: Parish AD and CYO Athletics Office

Job Summary:

The CYO Game Day Supervisor is responsible for ensuring a smooth and efficient game day experience at the assigned parish. This includes managing the physical setup, equipment, and overall environment of the gymnasium, as well as interacting with coaches, officials, and spectators. The role demands a basic understanding of sports rules and regulations, effective communication skills, and the ability to maintain a professional and fair atmosphere.

Key Responsibilities:

- **Opening and Closing Procedures:**
 - Adhere to opening and closing procedures for your assigned parish, including building access, set-up, and cleaning.
- **Gym and Equipment Management:**
 - Ensure the gym and playing surfaces are ready for games with proper physical setup and equipment.
- **Greeting and Interaction:**
 - Greet people as they enter the gym and provide assistance as needed.
 - Interact positively with coaches and officials, ensuring their needs are met.
- **Site Officials Management:**
 - Monitor and provide guidance to site officials to ensure the smooth running of games.
 - Ensure the people managing the book and scoreboard know how to operate them and understand the basic rules.
- **Rules and Regulations:**
 - Have a basic understand of the rules and regulations for the assigned sports to enforce fair play and proper conduct.
- **Communication:**
 - Communicate any concerns or incidents that may need follow-up to the direct supervisor and the CYO Office.
- **Score Submission:**
 - Submit final scores via CYO submission processes accurately and timely.
- **Atmosphere and Conduct:**
 - Help create an atmosphere based on fair play and incorporate it in a manner that is both demonstrative and professional.

Qualifications:

- Understanding of sports rules and regulations.
- Excellent communication and interpersonal skills.
- Ability to manage time effectively and handle multiple tasks.
- Experience in a supervisory role is a plus.
- Basic knowledge of operating a scoreboard and maintaining game records.

Physical Requirements:

- Ability to set up and clean gym equipment and surfaces.
- Capability to stand for extended periods and move around the gym as necessary.

Work Environment:

- Work is performed in a gymnasium setting, requiring interaction with various groups of people, including coaches, officials, and spectators.
- The role may require working evenings and weekends to accommodate game schedules.

This job description is a comprehensive overview of the responsibilities and requirements of the CYO Game Day Supervisor role. It is designed to ensure a smooth and professional game day experience while fostering an atmosphere of fair play and community spirit.

Apply Today:

If interested in applying for **CYO Game Day Supervisor**, please email Kelly Clark, Saint Rose Business Manager: clark@saintroseonline.org