UTM Intramural – Game Manager

The University of Toronto is strongly committed to diversity within its community and especially welcomes applications from racialized persons / persons of colour, women, Indigenous / Aboriginal People of North America, persons with disabilities, LGBTQ persons, and others who may contribute to the further diversification of ideas.

**Deadline:** May 30th, 2019  
**Number of Positions:** 10-15  
**Rate of Pay:** $15.00  
**Position Start Date:** September 3rd, 2019  
**Position End Date:** December 20th, 2019  
**Number of Hours per Week:** Varies, generally 3-15 hours per week. Must be willing to work varying day, evening and weekends  
**Classification:** USW Casual

**Summary:** Reporting to Varsity and Intramural Sport Coordinator and supervised by the Sport Administration Assistant & UTM Intramural Game Manager Coordinator incumbent is responsible for the following:

- Responsible for on-site supervision of the UTM Intramural games  
- Required to fill out sportsmanship score and any injury/incident reports from each game. Must be delivered to the appropriate individual in a timely manner.
- Always maintain an appropriate professional demeanor.
- Understand emergency/evacuation procedures and risk management principles that are relevant to the UTM Intramural program
- Incumbent will need to ensure that all games start at the scheduled start times and verify player eligibility
- Supply information to participants that is relevant to the UTM Intramural Program and other sport programs within the department, if required.
- Incumbent will be occasionally assigned other duties relating to sport

**Qualifications:**

- Must be current part time or full time undergraduate or graduate UTM Student  
- Current Certification in Emergency First Aid  
- Flexible schedule with the ability to work varied hours  
- Ability to work independently as well as in a team setting  
- Knowledge of sport specific rules and policies is preferred  
- Familiarity in UTM Intramural program is an asset. (not required)  
- Excellent oral and written communication skills

**Method of Application:**

**Deadline to Apply:** May 30th, 2019  
Please send your resume, cover letter, and three references to sonia.rocha@utoronto.ca  
We thank all applicants for their interest; however only those applicants selected for further consideration will be contacted.

**Contact Information:**  
Sonia Carreiro  
Varsity and Intramural Sport Coordinator  
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