**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:** August 31st, 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 days, evenings and weekends  
**Classification:** USW Casual  

**Summary:** Reporting to the Varsity and Intramural Sport Coordinator and supervised by the Sport Administration Assistant & the UTM Intramural Game Manager Coordinator, the incumbent is responsible for:  
- Supervising the UTM Intramural league games  
- Filling out sportsmanship score and any injury/incident reports from each game. Must be delivered to the appropriate individual in a timely manner.  
- Enforcing emergency/evacuation procedures and risk management principles that are relevant to the UTM Intramural program  
- Ensuring that all games start at the scheduled start times and verify player eligibility  
- Supplying information to participants that is relevant to the UTM Intramural Program and other sport programs within the department, if required  

**Qualifications:**  
- Current Certification in Standard 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  
- Excellent oral and written communication skills  

**Method of Application:**  
**Deadline to Apply:** August 31st, 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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