

COUNTY OF NEWBERRY

COURTHOUSE ANNEX, COLLEGE STREET
POST OFFICE BOX 156
NEWBERRY, SOUTH CAROLINA 29108

VACANCY ANNOUNCEMENT

DIVISION: Parks and Recreation

JOB LOCATION: County main office is located at 1309 College Street, Newberry, SC; fields are located in Prosperity, SC

POSITION: Athletic Events Attendant

HOURS WORKED PER WEEK: Part Time (seasonal), 10-15 hours per week

SALARY RANGE: \$10 to \$16.37 per hour

CONTACT PERSON: Katherine Cook, Director of Human Resources, 803-321-1431

POSITION DESCRIPTION: The County of Newberry has a part-time opportunity for an athletic events attendant for sport programs. Duties include providing site supervision during practices/games, ensuring officials and coaches understand expectations, keeping score/scorebooks for games (when necessary), ensuring games start on time, monitoring the weather to assess the risk of continued play, filling in for officials if necessary, rules interpretation, crowd control, reporting facility/field issues as necessary, program and ballfield preparation when necessary, filling out accident reports, and anything else deemed necessary. Applicants should be energetic, professional, and prepared to work late afternoons, evenings, and/or weekends.

MINIMUM TRAINING AND EXPERIENCE: Requires a high school diploma or GED and independent thinking, good judgment, and excellent communication skills. Must be able to work evenings and weekends. Must possess a valid state driver's license. Bilingual ability preferred but not required.

GENERAL INSTRUCTIONS: Applications will be accepted for this position until filled. Newberry County Employment Applications may be completed online by visiting www.newberrycounty.gov or by contacting the Human Resources Office at 1309 College Street, Newberry SC, 29108. **A resume may be included but will not be accepted in lieu of a Newberry County Employment Application. Applicants indicating college credit, degree(s) or specialized training on the application shall provide an official copy of related documents should they be selected for the position. Newberry County conducts background checks and tests for the use of illegal substances.**

THE COUNTY OF NEWBERRY IS AN EQUAL OPPORTUNITY EMPLOYER

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