Intramural Scorekeeper Job Description

**Department:** Play Emory

**Pay method:** Hourly (starting rate $7.25)

**Term:** Hired by semester

**Job Summary**

Intramural Scorekeepers are hired for Co-Rec Basketball in the fall and Basketball in the spring. Those selected for these positions must be detail oriented and able to work in a fast paced environment.

**Position Requirements:**

1. Must be a current Emory University student
2. No experience necessary

**Specific Responsibilities**

1. Be on time to the intramural games and be alert for the entirety of the game
2. Assist the supervisor in preparing the playing area
3. Keep accurate score and time in accordance with rules of the sport
4. Verify the score after the contest and make sure both captain’s sign the score sheet
5. Possess an understanding of the Intramural Sports Program policies and rules of the particular sport
6. Must attend all staff and sport specific trainings

**Additional Information**

1. Approximately 90 percent of Intramural Sports hours of operation are outside the traditional workday.
   Intramural officials are expected to work a minimum of two two-hour shifts per week.
2. Scorekeepers are responsible for clocking in and out each shift and keeping up with their own hours.