

The Community House
Job Description

Position Title: **Recreation Staff (Jodie Harrison Scorekeeper)**

Basic Function: Under the direction of Recreation Supervisor, Jodie Harrison score keepers will report to their scheduled game and location and run the scoreboard for the given time frame of game.

Supervises: Occasional volunteers

Primary Responsibilities:

- Communicate with Recreation Supervisor with any game day concerns or questions
- Provide excellent customer service
- Run the scoreboard
- Record the score, time outs, and fouls for all games
- Clean up after games
- Check in coaches before games to make sure all runs smoothly
- Record all final scores in the game recap sheets
- Have refs sign in with you at the score table
- Assist with sanitizing and social distancing

Special requirements for the position:

- Run the scoreboard
- Record the score, time outs, and fouls for all games
- Clean up after games
- Check in coaches before games to make sure all runs smoothly
- Record all final scores in the game recap sheets
- Have refs sign in with you at the score table
- Assist with social distancing, spectator check in, and sanitation
- Other duties as needed

Minimum qualifications:

Experience: Customer service experience preferred

Hours and pay:

- Staff will work weekends between January – March between 2-5 hours a day
- \$13 per hour (17 years and under) & \$13.50 per hour (18 years or older)