DIVISION MISSION
Student Affairs provides programs and services that optimize student learning and leadership, builds a safe supportive and welcoming campus community, fosters the emotional growth and personal development of students, and makes a positive contribution to the overall student experience.

DEPARTMENT OVERVIEW
Campus Recreation & Wellness at East Carolina University provides the following programs and services for the campus community: Intramural Sports; Physical Activity & Fitness; Informal Recreation; Club Sports; Adventure Programs; Youth and Family; Aquatics/Safety Services, Wellness, and Special Events.

MINIMUM QUALIFICATIONS
- Must be an ECU student in good academic standing.
- Maintain CPR and First Aid Certification and complete Blood Borne Pathogens training.
- Effectively supervise and communicate with employees and participants while maintaining a high standard for customer service.
- Organizational and management skills as they relate to report writing and completion of appropriate paperwork.
- Ability to work independently and on a team.
- Clearance to operate University vehicles.
- Completion of two full semesters as an athletic training student is desirable.

SCOPE OF POSITION
The Club Sport AFR provides immediate care for the participants in assigned activities. In addition to providing first aid and CPR, the AFR will complete accident reports and paperwork, effectively communicate with club sports staff and work with all club representatives to insure a safe environment.

Responsibilities:
- Demonstrate proper taping, strapping, bracing and fitting of bandages in relation to injury care.
- Administer immediate first aid and CPR when necessary.
- Know and implement the Emergency Action Plan procedures as needed.
- Provide feedback to injured persons, and make recommendations on further care with supervision of Site Manager.
- Report to the activity site as assigned by When2Work with appropriate attire and equipment for each assigned activity.
- Organize and inventory equipment first aid kits before and after each shift.
- Check all activity areas for hazards and report to Site Manager.
- Assist with area setup for club sport practices and/or games.
- Assist in observing games, spectators and participants to ensure a safe environment.
- Hold employees accountable for polices and expectations of the Club Sports staff, provide feedback in a constructive manner, and document any concerns regarding employee performance.
- Assist club officers and officials with discipline problems, spectators or injuries; conflict resolution skills should be used to diffuse the situation and properly communicate with participants.
- Utilize critical thinking skills to handle potential injuries/problems before they get out of control.
- Monitor and promote sportsmanship of participants and spectators. If appropriate, verbally communicate to participants if a sportsmanship problem appears to be developing.
- Perform other duties as assigned.

As a result of being a student employee within the Division of Student Affairs, students will have the opportunity to gain the following competencies based on NACE Top Ten Skills Employers Seek and CAS Learning Domains:

- Effective Communication
- Accountability/Integrity
- Self-Awareness
- Effective Reasoning
- Mentorship
- Conflict Resolution
- Teamwork
- Adaptability/Resiliency
- Self-Awareness

DATES OF EMPLOYMENT & COMPENSATION
- Starting hourly rate will be $8.40/hour.
- Position is considered seasonal employment with varying hours dependent on calendar of activities.
- Reports to Coordinator and Assistant Director for Club Sports.

APPLICATION INSTRUCTIONS
Applications must be submitted through ECU’s PeopleAdmin system. Visit ecu.peopleadmin.com, create a profile and apply for the position listed under Campus Recreation & Wellness. Email: campusrec@ecu.edu

Note: Federal Law requires proper documentation of identity and employability at the time of employment. It is requested that this documentation be included with your application. East Carolina University is an affirmative action, equal opportunity employer and as such encourages applications from qualified women and minorities.