

# City of Selah

Position Title  
**YOUTH SPORT REFEREE**



*This job description is intended to present a descriptive list of the range of functions and duties assigned to the position. It does not recite, establish or limit all functions and duties of the position, and additional or different functions and duties may be assigned – either permanently or temporarily. It is not intended to reflect all duties performed within the job.*

**Department:** Parks and Recreation

**Classifications:** Seasonal; Part Time; Non-Union

**Benefits:** Position does not receive benefits

Classification: Recreation Department, Seasonal/Part-Time

## **Summary of Position**

Must be able to work Saturdays and weekday evenings. Under the direction of the Parks and Recreation Director and Recreation Coordinator, youth sports referees are responsible for maintaining equity and fairness of Parks and Recreation youth sport programs. Sports Officials may serve in various sports programs including but not limited to: Tiny Tots Soccer, Youth Soccer, Little Dribbler's Basketball, Youth Basketball.

## **Supervision and Direction to be Received**

Under the direction of the Parks and Recreation Director and Recreation Coordinator. No supervision exercised.

## **Essential Job Functions:**

Essential functions and duties include, but are not limited to, the following:

- Must be able to work Saturdays and weekday evenings
- Possess the basic skills and knowledge of the sport they are officiating.
- Be able to perform the basic duties of a sports official.
- Ability to maintain a score sheet and operate a game clock (where applicable)
- Assist facility supervisors with program setup and cleanup, including but not limited to: setting up spectator seating, sweeping and cleaning floors, posting signage, and other duties as assigned.
- Monitor recreational activities to ensure activities are safe and appropriate.
- Interact with coaches, players, parents, and fans in a positive and professional manner.
- Enforce league/department rules and follow department policies regarding rule enforcement.
- Ability to be accurate, alert, observant, fair, and be able to make quick decisions and adhere to those decisions in high pressure situations.
- Must be able to handle criticism in a professional manner
- Assist in maintaining a variety of records such as accident reports, score sheets, etc.

- Ensure the safety of participants by inspecting play area and equipment prior to games.
- Maintain equipment in good working order; ensure facility grounds are kept neat, clean and litter free.
- Assist in the preparation of facility/field use; ensure that appropriate equipment is available for games; set up and take down tables, chairs, and other equipment as necessary.
- Perform routine custodial work such as sweeping, mopping, litter clean up, cleaning hard surfaces, wiping spills, among others.
- Perform other duties as assigned.

**Qualifications:**

- Must be at least 14 years of age and older (students ages 14-17 must have parent and school approval)
- Must have reliable/consistent means of transportation.

*Necessary Knowledge, Skills, and Abilities*

- Must have general understanding of the game of the sport.
- Ability to effectively meet and positively interact with the public; ability to communicate effectively both verbally and in writing
- Ability to handle stressful situations.

**Physical Demands:**

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; and talk or hear. The employee frequently is required to stand, walk and jog. The employee is occasionally required to stoop, kneel, crouch or crawl.
- The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include distance vision for observing the operation of the facility, color vision, peripheral vision for observing activities.

**Working Conditions**

- Indoor gymnasium and recreation center. The noise level in the work environment is usually moderate.
- Park setting. The noise level in this work environment is usually moderate.
- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

I have read and understand this job description.

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Signature

\_\_\_\_\_  
Date