



UNIVERSITY OF  
CALGARY

# WORK WITH US

## ACTIVE LIVING

2500 University Drive NW  
Calgary, AB, Canada T2N 1N4  
[ucalgary.ca/activeliving](http://ucalgary.ca/activeliving)

### **Intramural Officials / Timekeepers**

Each term the IMS program employs referees for all competitive sports. Referee responsibilities are to ensure safety of participants through direct supervision and rule enforcement. An official may use a number of intramural resources including rules, and policies to help maintain a fun, friendly, yet a competitive game that helps make our program so successful. Officials must be able to handle conflicts and resolve them rationally, and consistent. They must be able to manage the flow of a game from keeping track of time, to assessing and distributing penalties to run games as smoothly as possible. We offer training, however, having experience in the field is an asset, current or expired certification is preferred.

#### **Position Information**

**Shifts:** Mon-Thru Evenings, and some weekends

**Dates:** September to April

**Rate of Pay:** \$15-\$20

**Location:** Kinesiology Complex

#### **The Officials duties include, but are not limited to:**

1. Filling in game sheets
2. Directing the flow of participants to the proper locations
3. Listening and addressing participant concerns
4. Enforcing league policies and procedures
5. Distributing tickets/coupons to participants
6. Ensuring playing area is safe
7. Accountable for equipment and its return
8. Completing incident reports for any dangerous or irregular behavior/action/equipment issues.
9. Keep scores of games (Sport specific)
10. Keep game time
11. Enforce Sport rules
12. Mediate conflicts
13. Control the game to be as safe as possible

#### **Qualifications:**

1. Excellent Communication/Social Skills
2. Conflict Resolution skills (Being able to enforce sanctions)
3. Organization and time management skills
4. Passion for Competition
5. Punctual
6. Certification in the Sport would be an asset

#### **To Apply:**

Please submit your resume in person at the Intramurals office in KNA 101, or via email to [imssport@ucalgary.ca](mailto:imssport@ucalgary.ca)

