**COUNTY OF NEWBERRY**

COURTHOUSE ANNEX, COLLEGE STREET

POST OFFICE BOX 156

NEWBERRY, SOUTH CAROLINA 29108

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# VACANCY ANNOUNCEMENT

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**DIVISION:** Recreation

**JOB LOCATION:** 1309 College Street, Newberry, SC

**POSITION:** Athletic Events Supervisor

**HOURS WORKED PER WEEK:** Part Time, 15-25 hours per week

**SALARY RANGE: $**14.89/hour

**CONTACT PERSON:** Katherine Cook, Director of Human Resources, 803-321-1431

**POSITION DESCRIPTION:** The County of Newberry has a part-time opportunity for an athletic events supervisor for soccer, baseball, and softball.  Duties include providing site supervision during practices/games, ensuring officials and coaches understand expectations, keeping score/scorebooks for games, ensuring games start on time, monitoring the weather to assess the risk of continued play, filling in for officials if necessary, rules interpretation, crowd control, reporting facility/field issues as necessary, program and ballfield preparation when necessary, filling out accident reports, and anything else deemed necessary. Preference will be given to individuals with soccer knowledge/experience. Applicants should be energetic, professional, and prepared to work late afternoons, evenings, and/or weekends.

**MINIMUM TRAINING AND EXPERIENCE:** Bilingual ability preferred but not required. Requires a high school diploma or GED and independent thinking, good judgment, and excellent communication skills. Must be able to work evenings and weekends. Knowledge in sports turf maintenance (ball field maintenance) is a plus. Must possess a valid state driver’s license.

**GENERAL INSTRUCTIONS:** Applications will be accepted for this position until filled. Newberry County Employment Applications may be obtained by visiting [www.newberrycounty.net](http://www.newberrycounty.net) or by contacting the Human Resources Office at 1512 Martin Street, Newberry SC, 29108. **A resume may be included but will not be accepted in lieu of a Newberry County Employment Application. Applicants indicating college credit, degree(s) or specialized training on the application shall provide an official copy of related documents should they be selected for the position. Newberry County conducts background checks and tests for the use of illegal substances.**

# THE COUNTY OF NEWBERRY IS AN EQUAL OPPORTUNITY EMPLOYER

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