

Position Description

POSITION PROFILE

Position Title: Student Wrestling Manager

EOU Department/College: EOU Athletics

EOU Supervisor Title: Mhar Caballa, Head Women's Wrestling Coach

Typical Job Duration: Academic year (September to June)

Job Level: Level 1, \$13.20

Type of Schedule/Typical Hours: Part-time; needs to be available during practice times, matches, and tournaments, which may include evenings and weekends.

Typical Number of Hours Per Week: 10-15 hours

POSITION INFORMATION

Student Position Description Summary:

The purpose of this position is to help with the Wrestling programs as far as maintenance, timing, clean-up, and social media. The wrestling mat manager will be responsible with the head coach for all aspects of the wrestling program including planning and conducting practice, tracking student paperwork, student supervision at matches and tournaments, and coordinating fund raising activities.

Job Duties/Responsibilities/Essential Functions:

- **Maintenance of Facilities and Equipment:** Regular mopping of mats and cleaning of equipment to ensure a safe and sanitary training environment.

- **Social Media Management:** Handle the team's social media accounts, posting updates and engaging with the community.
- **Music Management:** In charge of managing music in the wrestling room to enhance team practices.
- **Laundry Management:** Putting laundry loops in lockers, ensuring that team uniforms and training gear are managed properly.
- **Timekeeping:** Managing the time/stopwatch during practices and matches.
- **Hydration Management:** Responsible for filling up water containers for practices and matches.
- **Recording and Stats:** In charge of filming matches and taking statistics to aid in team assessments and strategy planning.

HIRING CRITERIA

Minimum Qualifications:

- Must be a full time student
- Must pass a background check
- Must know about wrestling
- Must be available during practice times

Preferred Qualifications:

- Prior knowledge about wrestling rules and regulations

Desired Knowledge, Skills & Abilities:

- In-depth knowledge of wrestling, including familiarity with the rules and regulations of the sport.
- Ability to operate social media platforms and engage with an audience.
- Skills in organization and time management to efficiently handle multiple tasks.
- Technical ability to manage video recording and basic statistical data collection.

STUDENT LEARNING OUTCOMES

As a result of completing this internship, the student will:

Academic Learning Outcomes:

- Gain practical experience in sports management, applying theoretical knowledge from coursework to real-world scenarios.

Industry Learning Outcomes:

- Develop skills specific to the operations of athletic programs, enhancing career prospects in sports management and related fields.

Career-Readiness Learning Outcomes:

- Build critical skills such as leadership, communication, and problem-solving that are valuable in any professional setting.

PROFESSIONAL DEVELOPMENT & TRAINING

Professional Development & Training

EOU student employees have an opportunity to engage in professional development and training as a part of the job. Supervisors support the attainment of professional development by either providing internal department-specific training and/or time reassigned from normally scheduled duties to participate in University-wide training opportunities including appropriate virtual community training opportunities.

Specific training/professional development opportunities:

- *[job-specific training from your department]*
- *[University and virtual community training/events specific to the student position]*
- Multicultural-sponsored training, activities, and events
- Career exploration activities via Career Services
- EO Career Expo Career-Ready symposium First Wednesday in April
- Resume Review with Career Services and/or WorkSource Oregon

LEARNING ASSESSMENT & PERFORMANCE EVALUATION

Learning Assessment and Performance Evaluation

Once a term, student employees and supervisors meet to discuss the progress on completing the position's learning outcomes and the employee's job performance. Specifically:

- Adjustments to the learning outcomes and job duties as needed in order to meet the outcomes
- Upcoming training and professional development opportunities
- On-the-job performance feedback and the level of meeting job duty expectations
- Application of coursework to the workplace, job duties, and learning outcomes
- Application of possible connections to future career-related interests and coursework