



Southern Illinois University Edwardsville | Campus Recreation

Title of Position:	Facilities Graduate Assistant
Contact:	Dave Hagedorn Assistant Director of Facilities and Informal Recreation dhagedo@siue.edu
Number of Positions available:	1
Contract Length:	10 Months (August 2020-May 2021) Potential for summer employment
Average Number of Hours per Week:	20
Position Requirements:	May require work on weekends and evenings
Salary:	\$1,086.30 per month

Position Description: Provide leadership, personnel management and direct operational support of facilities and supervision of activities housed within the exclusive recreational space of the Student Fitness Center and the shared recreation space in the Vadalabene Center and other auxiliary facilities (200,000 total sq. ft.). The Graduate Assistant will work with all facets of Campus Recreation facilities management with an emphasis on staff management, scheduling, training and student development. This individual will be responsible for some opening and/or closing Facility Supervisor shifts. Additional areas of responsibility will be focused around student staff engagement (CREC Connect Program), risk management and evolving needs of the department. This position can also be flexible toward the specific development and interests of the individual.

Required Qualifications:

1. Strong communication and interpersonal skills
2. Bachelor's degree is required in recreation, exercise science, communications, management or other related field
3. Prior experience managing and leading others is preferred
4. Strong oral and written communication skills
5. Knowledge of recreation facilities and personnel supervision
6. Strong combination of specific academic and/or experiential training is recommended.
7. Candidate will be expected to maintain a CPR/AED certification from an internationally recognized health and safety organization throughout the period of employment.