

RecSports Department

Student Coordinator

RecSports provides & engages our students & community with holistic recreational experiences that cultivate wellness and the Volunteer Spirit through programs, facilities, services, & employment. Student employment is the foundation of this mission, which is why RecSports is the second largest on-campus employer of students. We're looking for students who want to maximize their professional experience while serving the University of Tennessee campus community.

RecSports Departmental Responsibilities:

- Uphold and exceed the expectations of the RecSports mission and vision.
- Provide exceptional service to participants and guests.
- Enforce RecSports policies and procedures to promote a safe and inclusive environment.
- Communicate professionally with participants, coworkers, and supervisors.
- Demonstrate a desire to be a productive and contributing team member to your program and department.

Job Responsibilities include, but not limited to:

- Assist with student staff training, development initiatives, supervision, and evaluations.
- Assist with the development & scheduling of bike mechanic in-services and trainings.
- Perform administrative tasks during scheduled office hours.
- Bicycle inventory management and recordkeeping.
- Bike shop parts and supplies orders and budget management.
- Uphold and embody professional expectations (dress, punctuality, representation, etc.).

Job Location:

- TRECS, SAC, HPER, and RecSports Field Complex

Qualifications:

- Must be 18 years of age at time of hire to be eligible to work.
- Available for a minimum of 15 hours per week during the semester. Operational hours are 12pm-6pm Mon-Fri.
- Available on evenings as needed for trainings.

Pay Rate: Starting rate of \$15.00/hour with a \$0.50 raise for each year of service