



***UPEI Athletics & Recreation
Minor Officials - Application Form***

Name: _____

Address: _____

Cell Phone: _____

Email: _____

Student ID#: _____

Year of Study: _____

- A) Please place a check beside the position(s) you are applying for and list the varsity sports that you would be interested in working (soccer, rugby, basketball and/or hockey)

Position:	Rate of Pay/hour:	Interested Sports:
1. Game Announcer (Soccer, Rugby)	\$12.25	_____
2. Score Clock	\$12.25	_____
3. 24 Sec Clock (Basketball)	\$12.25	_____
4. Scoresheet	\$12.25	_____
5. Statistician	\$12.25	_____
6. Statistician Spotter	\$12.25	_____
7. Penalty Box Attendants (Hockey)	\$12.25	_____
8. Goal Judges (Hockey)	\$12.25	_____

Note: For all positions, applicants must be willing and available to work weekends as the majority of varsity games take place on Fridays, Saturdays and Sundays. Some weeknight games will also be required.



UPEI Athletics & Recreation

Important Information:

1. Application forms are to be filled in completely and accurately along with a cover letter and **resume**. Applicants may apply for as many positions as they feel qualified for or interested in.
2. Most positions are sport-specific and applicants should be very familiar with the playing rules & regulations to which the job applies. Experience playing and/or coaching the sport is an asset. Applicants should be quick thinking, adaptable, attentive and confident in their performance in a fast-paced varsity game setting.
3. Please note that only those selected for an interview will be contacted.

Job Descriptions:

1. Game Announcer. Game Announcers are responsible for announcing game day line-ups, in-game sponsor announcements and game-related information (fouls, penalties, scoring, etc.). Announcers will remain unbiased in their delivery of announcements and play-by-play is not required. You must be friendly and outgoing, well spoken, enthusiastic and confident in using a microphone in front of large crowds. Please note that in some sports this position may be combined with the Music DJ.

Skills: Quality orator, Strong Organizational skills, Strong knowledge of the sport, must understand appropriateness of when and what to announce and ability coordinate closely with the music role, ability to follow scripting for both pre-game ceremonies and in-game announcements

2. Score Clock Scoreclock operators are responsible for operating the official game score clock throughout the duration of the game (training is provided), including pre-game warm-up time. You must be very familiar with the playing rules & regulations of the sport, be adaptable and quick thinking.

Skills: ability to run the clock control panel, concentration, a good knowledge of hockey roles and signals and penalty situations.

3. 24 Sec Clock Responsible for working the 24 second and 14 second shot clock requiring intense focus every possession.

Skills: High understanding of basketball rules, high level of focus/concentration, must remain calm under pressure.

4. Scoresheet Scorekeepers are responsible for tracking all game information and statistics on the official game score sheet. You must be very familiar with the playing rules & regulations of the sport, be adaptable and quick thinking.

Responsible for meeting with coaches prior to the warm up to get any roster changes, scratches, noting the starting rosters. Filling out the game sheet with this information and having it verified by the coached prior to the end of the warm up the having the referees review the sheet. Complete the sheet with all in-game information. Complete game stats on the game sheet and have it verified as complete and accurate by the supervisor and then distribute to the coaches.

Skills: knowledge of sport rules and referee signals, must be a good communicator

5. Statistician. Statisticians are responsible for recording all game statistics and play-by-play information into the *Presto* web-based statistical software, providing half-time and post-game stats summaries to coaches, media, etc. and entering post-game stats to the U Sports website. You must be very familiar with the playing rules & regulations of the sport, be adaptable and quick thinking, perform well in a fast-paced varsity game setting, and possess strong computer skills.

Skills: Strong knowledge of the National Sport Organization and U Sports statistical requirements, strong concentration level, ability to perform with minimal errors

6. Statistician Spotter. Statistician Spotters are responsible for assisting the Statistician with the recording of all game statistics and play-by-play information, as they relay game information to the statistician throughout the entire duration of the game. You must be very familiar with the playing rules & regulations of the sport, be adaptable and quick thinking and perform well in a fast-paced varsity game setting.

Skills: Strong knowledge of National Sport Organization and U Sports statistical requirements, strong concentration level, ability to perform with minimal error

7. Penalty Box Attendant Responsible for letting players in and out of the penalty box.

Skills: knowledge of penalty situations and the order of exit for players on various penalty situations.

8. Goal Judge Responsible for turning on the goal light when the puck enters the net.

Skills: patience and concentration, able to accept criticism, high level of objectivity