

## Graduate Assistant - Campus Recreation & Well-being

Westminster College is currently seeking applicants for a **Graduate Assistant - Campus Recreation & Well-being**. This is a 10-month (Aug 1 to May 31) graduate assistantship with variable hours averaging 30 hours per week. Evening and weekend hours will be required. The Campus Recreation and Well-being GA is housed in the Wellness Center and will oversee campus recreation programs, including group fitness, intramurals, and recreational trips. Key partnerships for this position include athletics and student organizations.

### Primary Functions

- Implement and promote a comprehensive fall and spring intramural sports schedule
- Oversight of intramural equipment and playing areas for preparation, safety, and scheduling
- Implement and promote a comprehensive campus recreation program, including but not limited to group fitness classes, outdoor recreational use of campus grounds and off campus trips
- Oversight of recreation equipment and facilities for preparation, safety, and scheduling
- Collaborate with athletics, sports management faculty, and student organizations to coordinate and develop the program

### Secondary Functions

- Assessment of campus recreation and intramural programs
- Assists with other campus well-being programming and initiatives as requested

### Qualifications

- Bachelor's degree from an accredited institution
- Experience with intramurals and/or recreational activity and event management
- Demonstrated leadership and organizational skills
- Broad range of familiarity with recreational equipment
- Demonstrates the ability to inventory and manage equipment and successfully promote events
- Availability to work a flexible schedule to meet the needs of students
- Possess American Red Cross CPR/AED /First Aid certification or must obtain within the first semester of employment

### Supervision

This position is supervised by the Associate Dean for Student Affairs for Well-being.

### Remuneration

- Graduate assistant receives a \$1,000 stipend monthly (10-month position)
- Graduate assistants qualify for tuition remission at Westminster (2 classes per semester), on campus housing, and a meal plan
- Option to purchase employee health insurance through UPMC
- Free use of on campus fitness facilities
- Free parking

To Apply: Please send cover letter, resume, and the names and contact information for at least three professional references by email to [baronmm@westminster.edu](mailto:baronmm@westminster.edu) Priority will be given to applications received by **April 15, 2024**, but will be accepted until position is filled.

Westminster College is an Equal Opportunity Employer, enhancing learning through diversity and inclusion.