

Gym Worker - Job Description

Job Title	Statistician
Number of positions	_2_ positions
Hours	15 Hrs. Per wk.
Department	Athletics
Supervisor	Ross Adams
Email	R_Adams@valleyforge.edu

Job Description

Job Title	Statistician Worker
Job Description	• Responsible for computer input of play-by-play action of selected home athletic events • Responsible for the keeping of the scorebook of selected home athletic events • Will assist the SID in the writing and distribution of press releases and event recaps • Print and distribute statistics to selected individuals, usually at half time and post-game • Will generally work as part of a team at contest • Knowledge and understanding of sport specific rules highly desirable • Fast-paced position; attention to detail a must • Must learn NCAA LiveStats and PrestoSports computer software • NCAA LiveStats software applies to the following sports: (fall) soccer, volleyball; (winter) basketball; (spring) Men's Volleyball - PrestoSports computer software applies to (spring) baseball, softball • Stay up to date with sport game schedule on website • Communicate 3 days prior if unable to work a game • Other duties as assigned
Skills Required	• Organization, ability to multi-task • Clean and neat handwriting • Must show initiative, responsibility, and trustworthiness
Special Requirements	• Mostly evening and weekend hours available