

## **INDIANA STATE UNIVERSITY Rec Sports**

### **ANTICIPATED openings for Fall 2012 Graduate Assistants (2 available)**

GA Benefits/Compensation: Full tuition waiver for in/out of state –value of approximately \$18,000 for out of state Anticipated Stipend: \$7,500/Aug-May Covers 9 credit hours/semester. Student is responsible for payment of university's general fees. Additional benefits including possible assistance with professional development opportunities (State Workshop-IRSA, Region III Student Lead On, NIRSA).

Employment Dates: early-August to mid-May (summer assistantships may be available) Two year assistantship commitment. Second year renewable based on performance evaluation of 1st year.

#### **(one position) Club Sports/Intramurals Sports Graduate Assistant**

Responsibilities include: This position offers the opportunity to gain experience in all aspects of club sports/intramural sports program administration. The graduate assistants (2) will assist with supervising the club sports program: advising groups, leadership development, risk management, budgeting, facility requests, marketing, travel paperwork, and event supervision. Also assist with the Intramural program: daily administration of programs, training, scheduling and evaluating sports officials/supervisors, scheduling games, creating brackets, onsite supervision of games, marketing programs, payroll, conduct meetings, update and enforce policies, and other duties as assigned.

Requirements: Bachelor's Degree and acceptance into an ISU graduate program (available related graduate degree: M.S. Recreation and Sport Management).

Previous experience as a rec sports/campus recreation student leader, previous officiating experience, and Intramural and/or club sports office experience a plus. Previous experience with the scheduling program "IM Leagues" also a plus. Candidates should have aspirations toward a career in campus recreation/recreational sports.

Application process: email your cover letter/application letter, resume, and 3 references to Hollie Adams, Assistant Director Intramural/Club Sports, Email: hadams5@indstate.edu

The application review process will begin immediately and continue until the position is filled. Anticipated starting date is early August 2012. Selected candidate must be willing to submit to a Criminal Background Check.

#### **(one position) Fitness Wellness Services/Personal Training/Memberships Graduate Assistant**

Responsibilities include: Develop and coordinate Health & Fitness Assessment Services, Assist with the hiring, supervision, training, and evaluation of the Fitness and Wellness Services Student Staff and Personal Trainers, Develop and facilitate in-service training programs for Recreational Sports Staff, Assist with the development and facilitation of an activity based Weight Management Program, Serve as a Master level personal trainer for high risk and non-tradition college age clientele, Develop as well as coordinate a New Member Orientation Program, Assist with the coordination of the personal trainer schedule and client assignments; and develop coordinate the annual personal training client satisfaction surveys, Assist with other assignments as requested by the Associate Director of Recreational Sports included and not limited to fitness and well special events programming, The opportunity to service as a group exercise instructor will be an available option based upon area of interest and expertise of selected candidate

Requirements: Bachelor's degree in Wellness, Exercise Science, or Health Education, Admission into the Indiana State University Graduate School, Standard CPR/AED and First Aid Certification, Preferred: A nationally recognized certification in Exercise (ie. ACE, ACSM, or NSCA)

Application process: Please submit cover letter, resume and five references via email to: David Stowe, Associate Director Recreational Sports, Email address: dstowe@indstate.edu

The application review process will begin immediately and continue until position is filled. Selected candidate must be willing to submit to a Criminal Background Check.