



**Job Title:** Adult Softball Field Supervisor  
**Department:** Sheridan Recreation District  
**Job Type:** Part time 29hrs per week or less  
**Benefits:** This is a non-benefited position  
**Payrate Range:** \$13.15-\$15.70/hour  
**Supervisor:** Adult Program Supervisor

Specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

### **Definition**

Under direction, to perform the job, Adult Softball Field Supervisor, directing all phases of assigned games. To provide a safe and bias free environment for the players and teams in all adult softball leagues.

### **Supervision Received**

Responsible to the Adult Recreation Program Supervisor. Will be evaluated through observation, conferences, and written evaluations.

### **Important and Essential Duties**

- All staff must have a reliable way to make it to scheduled work.
- Arrive 30 minutes prior to the Umpires first scheduled game to set up white boards and turn on scoreboards and remotes at the Sheridan College complex.
- Put away scoreboards, remotes, and white boards back into Umpire Room.
- Follow SRD Seasonal Rules for the program discussed at Official and Manager Meeting.
- Dress appropriately for SRD standards.
- Perform related duties and responsibility as required
- Be able to answer players questions in a confident and calm manner.
- Keep the score or scorebook if needed.
- If at any time players or fans become overly antagonistic towards you or another staff, call time, follow SRD protocol.
- Track weather on the Weather Bug app for lighting. Under 6 miles from a strike play is called for 30 minutes.
- Update umpires when weather is in the area.
- Call team managers if delay is longer than 30 minutes or to let them know if games are canceled for the night.

### **Ability to:**

- Communicate issues with making it to schedule work as soon as possible to allow SRD to fill your spot
- Maintain a friendly relationship with players and coworkers.
- Ensure that the players playing the game have a fun atmosphere.
- Look out for the safety for all persons inside the field of play.
- Familiarize yourself with all the rules even if you believe you know them.
- Carry yourself as a confident professional while at work.
- Back the officials on calls they have made and avoid undermining any decisions they have made.
- Use appropriate language while at the work site.
- Be free from drugs and alcohol while at work.
- Ability to calmly communicate with players and patrons.

**Qualifications:**

- Any equivalent to experience and training that would provide the required knowledge, skills, and abilities.
- Minimum age of 18

**Certificates**

- Must be current or obtained within a specified time frame as defined upon employment
  - Preferred CPR, First Aid
  - Valid Driver License

**Working Environment**

- Moderate exposure to working conditions including heat and cold, noise and working in outside conditions. Availability to work evenings and weekends if needed.

**Physical Activities**

- Essential functions require maintaining physical condition necessary for moderate physical activity such as sitting, standing, walking, running, crouching/stooping/squatting, crawling, twisting upper body, climbing, talking, hearing, seeing, and lifting an average of 50 pounds.