

# University Recreation and Sport Facilities Intramural Sports Official

**Position Title:** Student Intramural Sports Official

**Position Description:** Intramural Sports Officials will work closely with Intramural Sports Supervisors and Scorekeepers to effectively run UWEC's Intramural Sports program. Officiated sports include basketball, flag football, roller hockey, volleyball, softball, and soccer.

**Primary Responsibilities:**

1. Report to work 15 minutes prior to the start of the scheduled contest. Check in with IM supervisor and obtain necessary equipment and supplies. If necessary, inform IM supervisor if you are a sub for another official and identify that official.
2. Collect participant proper identification (UWEC ID or other ID)
3. Locate team captains and conduct pre-game meeting to highlight important rules, regulations, modifications, and answer any questions that may arise.
4. Anticipate problems and seek to prevent or minimize them through quality officiating.
5. Attempt to resolve disputes if possible. Receive any requests for protests and report it to the IM supervisor at proper time, before next live play, for documentation. Continue the game as soon as possible.
6. Report any misuse of the facility or discipline problems from participants of spectators to the IM supervisor. With IM supervisor, submit a detailed written Sportsmanship Report on the situation.
7. Send for the IM supervisor in the event of an accident. Remain with injured party until relieved.
8. Check with IM supervisor for reassignment in the event of a forfeit or a personnel shortage at the beginning of a new shift.
9. Maintain a neat and clean environment.
10. Strive to maintain positive public relations.
11. Return equipment, supplies, and completed score sheet to the IM supervisor at the completion of contest.
12. Sign-out with IM supervisor. Remember to keep track of your hours.

**Additional Information and Form Submission:**

Jon Bollinger, Intramural Sports Coordinator  
105C Hilltop Recreation Center  
836-5732 or [bollinjr@uwec.edu](mailto:bollinjr@uwec.edu)

