Position
The Facility Management Graduate Assistant will assist the Facility Coordinator(s) in the overall organization and administration of operating the Recreation Activity Center at Georgia Southern University. The graduate assistant will aid in the administration of all CRI indoor and outdoor facilities and assist in the leadership of the undergraduate facility management staff. In addition, the Facility Management Graduate Assistant will play an integral role in facility reservations, event management, and daily operations.

Campus Recreation & Intramurals (CRI), a department within the Division of Student Affairs provides growth opportunities and educational experiences that enrich the lifelong learning process of Georgia Southern students. Benefits of participation in CRI programs include the application of leadership, decision-making, problem solving, conflict management, communication, and social skills. Program areas include Aquatics, Club Sports, Facility Management, Fitness, Group Fitness, Golf Course, Injury Prevention & Care, Intramural Sports, Marketing, Shooting Sports Education, Southern Adventures, and Wellness.

Responsibilities
The Facility Management Graduate Assistant will be responsible for assisting in the coordination of the daily supervision and operation of CRI indoor and outdoor facilities; assist in the recruiting, hiring, training, scheduling, supervision, and evaluation of the undergraduate facility management staff; assist in the management of the special event and equipment operations; serve as program representative for Georgia Southern University; correspond with students, staff, participants, and guests; assist in the management and maintenance of CRI equipment and facilities.

Required Qualifications
- Bachelor’s degree in Sport Management, Recreation Management, or related field
- Admission into approved Georgia Southern graduate program
- Excellent verbal and written communication skills
- Professionalism and willingness to learn
- Motivation, enthusiasm, attention to detail, and strong leadership qualities
- Flexible schedule

Preferred Qualifications
- Prior customer service experience
- Ability to work with a diverse group
- Special event experience
- Prior experience in a campus recreation setting
- Strong interpersonal skills
- Career aspirations in recreational sports
- CPR/First Aid certification

Stipend
$8000 for a 10-month appointment and a full tuition waiver. Student is responsible for activity fees and books. Professional development funding and summer employment are available.

To Apply
Send a letter of application, resume, and three references to:

Carson Petersheim,
Facility Assistant Director
Georgia Southern University
Campus Recreation and Intramurals
P.O. Box 8078
Statesboro, Georgia 30460

**Priority will be given to applications received by January 17, 2020.

For more information, contact Campus Recreation & Intramurals at 912-478-5436 or e-mail cpetersheim@georgiasouthern.edu.

Georgia Southern University is an EEO/AAP employer.