

# COLUMBIA

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# ATHLETICS

<b>Job Title:</b>	<b>Athletic Events Attendant</b>		
<b>Department:</b>	<b>Intercollegiate Athletics and Physical Education</b>	<b>Salary:</b>	<b>\$15.00/hour</b>
<b>Location:</b>	<b>Dodge Fitness Center Baker Athletic Complex</b>	<b>Supervisors:</b>	<b>Patrick Desir Tyler Savin</b>

## Job Description

### Essential Duties and Responsibilities

- All Athletic Event Attendants will be eligible to work during home Columbia varsity athletics contests held in the Dodge Fitness Center (Morningside Campus) or the Baker Athletic Complex (218<sup>th</sup> St & Broadway). This is a great opportunity to get involved in the athletic department and to learn and assist with the operations of athletic event management. The position will contribute in all aspects of event management from set up to game management to breakdown. Positions include ball retrievers, parking lot attendants, door attendants, ushers, ticket takers, visiting team/official's liaison etc. Event Attendants are expected to be attentive to the needs of the fans, athletes, coaches, officials, and their supervisors to provide a great experience for all attending/participating. They must uphold the mission and goals of Columbia University, the Department of Intercollegiate Athletics, and the NCAA. Disrespect for these standards or one's supervisors, tardiness, or an unwillingness to follow directions will not be tolerated and are grounds for termination.

### Qualifications

- Currently enrolled Columbia University Student.
- Available to work days, nights and weekends.
- Excellent customer service skills, communication and organization skills.
- Must be task-oriented and have great attention to detail.
- Extremely dependable and committed to their work.
- Willingness to learn and implement all rules and policies for the Department of Athletics.
- Knowledge and experience in conflict resolution.
- Follow and uphold University policies and procedures, including University COVID-19 guidelines and testing requirements.

