Founded in 1835, The College at Brockport is a nationally recognized four-year comprehensive public college focused on student success. Located in Greater Rochester (Monroe County), the campus is 16 miles from downtown, 45 miles east of Buffalo, NY, and is a short drive from the Canadian border. The department of Campus Recreation provides opportunities to recreate through Informal Recreation, Fitness and Wellness, Club Sports and Intramurals, and Instructional Programs. The Special Events Recreation Center (SERC) serves as the home for Campus Recreation and was named a NIRSA Outstanding Sports Facility recipient in 2013.

Remuneration:
The assistantships require a minimum 20 hours per week commitment and includes $3,500 stipend per semester plus 9 credit hours in-state tuition (out of state waiver may be available) per semester at Brockport. The assistantships are eligible for renewal upon mutual agreement.

Marketing and Technology

Description of Duties:
• Develop and implement a thorough marketing plan for Campus Recreation.
• Maintain the Campus Recreation website, keeping appearance and information up to date.
• Oversee the Campus Recreation mobile app.
• Coordinate promotional and marketing needs for all areas within Campus Recreation.
• Further develop and maintain social media outlets (i.e. Facebook, Twitter, Instagram, YouTube).
• Serve as the lead for developing promotional materials for Campus Recreation events (i.e. Brock-Thursday, Club Craze, Employee Banquet).
• Assist with special campus events, departmental events, and civic engagement programs.
• Serve as the on-duty professional one or two nights a week and participate in the weekend on-call rotation.

Requirements:
• Bachelor's degree required in Business, Marketing, or related field.
• A cumulative undergraduate GPA of at least a 3.0.
• Experience in marketing and technology.
• Experience with current web software and design products.
• Must be able to interact effectively with students, staff, and faculty.
• Must also be familiar with Microsoft Word, Excel, Publisher, Photoshop…etc.
• Current CPR/AED and First aid certification.

Preferred Requirements:
• Experience working in a Collegiate Recreation setting.
• Experience working with software packages such as IM Leagues, CollegiateLink, Fusion, Reach, SubitUp.
• Experience in Group Exercise and Fitness.
• CPR/AED and First Aid Instructor certified or willing to obtain certification.

Application and Inquiries:
E-mail resume and cover letter describing your experience and qualifications plus the names and phone numbers of three references to Betsy Ernst eernst@brockport.edu.

For more information:
Call (585) 395-5399 or visit the College at Brockport Campus Recreation website at http://www.brockport.edu/campusrec
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Facilities

Description of Duties:
- Assist with Facility Management of the SERC Participate in orientation, homecoming, departmental special events, and other all-campus activities.
- Serve as the on duty professional one or two nights a week and as the weekend on call professional as part of the established rotation.
- Assist with the maintenance, cleanliness, and ordering of parts for the equipment in the Fitness Center as well as the Field House.
- Assist with special events in the SERC and the facilitation of Outside Agencies.
- Assist with operations and scheduling of the SERC and serve on the Risk Management Committee.
- Assist with special campus events, departmental events, and civic engagement programs.

Requirements:
- Bachelor's degree required in Recreation, Physical Education, Health Science, Exercise Physiology or related field.
- A cumulative undergraduate GPA of at least a 3.0.
- Experience in Facility management and maintenance.
- Experience in running Outside Agencies.
- The graduate assistant must be able to interact effectively with students, staff, and faculty.
- The graduate assistant must also be familiar with Microsoft Word, Excel, Publisher…etc.

Preferred Requirements:
- Experience working in a Collegiate Recreation setting.
- NIRSA affiliation.
- Certified in CPR/AED and First Aid or willing to obtain certification.

Application and Inquiries:
E-mail resume and cover letter describing your experience and qualifications plus the names and phone numbers of three references to Rich Klancer rklancer@brockport.edu .

For more information:
Call (585) 395-2774 or visit the College at Brockport Campus Recreation website at http://www.brockport.edu/campusrec
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Club Sports and Intramurals

Description of Duties:
- Assist the Intramural Coordinator with supervision, training, and leadership of all Intramurals, Club Sports and employees.
- Participate in orientation, homecoming, departmental special events, and other all-campus activities.
- Serve as the on duty professional one or two nights a week and as the weekend on call professional as part of the established rotation.
- Assist Facility Coordinator and Ice Arena Manager as needed.

Requirements:
- Must be a full-time matriculated College at Brockport graduate student.
- Must possess a bachelor's degree in recreation, sport management, physical education or related field.
- This position requires excellent customer service skills and knowledge of Collegiate Intramurals and Club Sports.
- The graduate assistant must be able to interact effectively with students, staff, and faculty.
- The graduate assistant must also be familiar with Microsoft Word, Excel, Publisher…etc

Preferred Requirements:
- Experience working in a Collegiate Recreation setting.
- Experience working with Intramurals and/or Club Sports.
- Certified in CPR/AED and First Aid or willing to obtain certification.

Application and Inquiries:
E-mail resume and cover letter describing your experience and qualifications plus the names and phone numbers of three references to Scott Haines shaines@brockport.edu.

For more information:
Call (585) 395-5364 or visit the College at Brockport Campus Recreation website at http://www.brockport.edu/campusrec