DIVISION MISSION
Student Affairs provides programs and services that optimize student learning and leadership, builds a safe supportive and welcoming campus community, fosters the emotional growth and personal development of students, and makes a positive contribution to the overall student experience.

DEPARTMENT OVERVIEW
Campus Recreation & Wellness at East Carolina University provides the following programs and services for the campus community: Intramural Sports; Physical Activity & Fitness; Informal Recreation; Club Sports; Adventure Programs; Youth and Family; Aquatics/Safety Services, Wellness, and Special Events.

MINIMUM QUALIFICATIONS
- Must be an ECU student in good academic standing.
- Clearance to operate University vehicles through a driver’s license check.
- Valid CPR and First Aid certification and blood-borne pathogens training within the past year.
- Complete Small Craft Safety Course once hired.
- Ability to lift 50 lbs.

SCOPE OF POSITION
Working at the North Recreational Complex Boat House requires the individual to work as a member of a larger team. This position assists with drop-in recreational participants, CRW programming, and special events. Some duties include, but are not limited to, checking in/out equipment, teaching basic paddling skills to patrons, cleaning the Boat House on a regular basis, and setting up/tearing down for special events.

Responsibilities:
- Organize, set up and break down equipment for daily use (ie. umbrellas, boating equipment, etc.).
- Check area for hazards and report them to the Facility Manager on duty.
- Properly clean boats, equipment, Boat House office, and Boat House storage areas at the end of every shift.
- Monitoring the lake for boat rescue and patrons who need assistance in water.
- Effectively communicate to patrons the proper use of equipment (Personal Floatation Devices, oars, paddles, kayaks, canoes, standup paddle boards).
- Adapt to any issues regarding the site and/or employees and effectively communicate these issues with the necessary Facilities personnel.
- Provide mentorship to employees by communicating detailed feedback in a constructive manner. Document any concerns regarding employee performance and/or effort.
- Developing knowledge, performance, and abilities through supervisor’s evaluations as well as self-reflection.
- Identify, assist and properly document discipline problems or injuries.
- Uphold the integrity and reputation of NRC Boat House, Campus Recreation & Wellness, and East Carolina University by providing exemplary customer service and leadership to students, staff, and patrons.
- Administer immediate first aid and CPR when necessary. Know and implement the Emergency Medical System when the situation requires.
- Properly check equipment in and out and Point of Sale.

As a result of being a student employee within the Division of Student Affairs, students will have the opportunity to gain the following competencies based on NACE Top Ten Skills Employers Seek and CAS Learning Domains:

- Effective Communication
- Accountability/Integrity
- Self-Awareness
- Effective Reasoning
- Mentorship
- Conflict Resolution
- Teamwork
- Adaptability/Resiliency
- Self-Awareness
- Adaptability/Resiliency
- Self-Awareness

DATES OF EMPLOYMENT & COMPENSATION
- Starting hourly rate will be $8.15/hour.
- Reports to Assistant Director for Facilities.

APPLICATION INSTRUCTIONS
Applications must be submitted through ECU’s PeopleAdmin system. Visit ecu.peopleadmin.com, create a profile and apply for the position listed under Campus Recreation & Wellness. Email: crw@ecu.edu.

Note: Federal Law requires proper documentation of identity and employability at the time of employment. It is requested that this documentation be included with your application. East Carolina University is an affirmative action, equal opportunity employer and as such encourages applications from qualified women and minorities.