

## Intramural Sports Sports Official Hiring Process

The hiring process involves evaluating skills and effort. Trainees are evaluated throughout the training process on rules knowledge, officiating skills, professionalism and desire to learn. Training sessions involve rules lectures, station work, mechanics and scrimmages. Once training has been completed, intramural sports staff meet to discuss who will be hired to work that specific sport. Guidelines for hiring sports officials:

### Trainees must:

- Attend all trainings/meetings
  - Being excused from a session is permitted if 24-hour notice is given and approved
- Be on time to trainings/meetings
- Be well rested, fed and ready to learn
- Provide at least two evenings of availability (dependent on the sports requirement)
- Be available to work weekends for make-up contests
- Pass the training exam to be administered prior to the scrimmages
- Demonstrate an ability to officiate scrimmages
- Act professionally
- Demonstrate a positive attitude
- Provide good customer service
- Demonstrate a desire to learn and develop skills



### Additional hire factors:

- Providing additional availability beyond the minimum two nights/week
- Previous officiating experience
- Intramural sports supervisor potential

### Behaviors that will remove you from the process:

- Failure to attend all required trainings/meetings
- Being late to trainings/meetings
- Not paying attention during training and/or interrupting training by having side conversations
- Being on the phone



## Frequently Asked Questions

### **What do I need to bring to training?**

Just yourself and a desire to learn! You may want to bring some paper and writing implement if you want to take notes, but everything will be provided for you at the trainings.

### **How long are the trainings?**

Depending on the sport, trainings are one hour to several hours.

### **What should I wear?**

We suggest you wear athletic attire because you will be moving/running around. Also, if you are trying out for an outdoor sport, please dress for the weather!

### **Do I get paid for training?**

You will be paid for a portion of training if you are hired to work the season. If you are not hired, you will not be paid for training.

### **What do I need to bring to get on payroll?**

To get on payroll, you must bring the following ORIGINAL documents (***copies are not accepted***):

- Unexpired passport or passport card OR
- Photo ID (driver's license or UMass UCard) AND Social Security card or birth certificate

### **How do I get paid?**

Direct deposit is required at UMass. You must provide:

- Voided check OR your bank's routing number and your account number (checking or savings account)

### **Do I need previous officiating experience?**

No, you don't! We train you for what you need to know to do the job. If you have some experience, that's fantastic.

### **Can I participate in intramural sports if I officiate?**

Yes! We encourage you to get involved as much as possible.