GAME MANAGEMENT/SPORTS MANAGEMENT GRADUATE ASSISTANT

North Park University, a member of the nationally recognized College Conference of Illinois and Wisconsin, would like to announce that applications are now being accepted for the position of Game Management/Sports Information Graduate Assistant. The assistantship will begin in August 2020 and includes tuition remission, a meal plan, and an annual stipend.

General Responsibilities:
• Reports directly to the Sports Information Director/Gameday Management Administrator.
• Assist in event coverage of home events (statistical compilation and public address announcing).
• Hire and supervise student-worker staffs, table staffs, and interns for Sports Information.
• Write releases and feature articles, edit and design media guides and game programs, maintain historical records, and compile statistics.
• Assist with updating the Athletics Department website and social media sites (rosters, schedules, biographies, previews, etc.).
• Gain a working knowledge of live video stream of home contests.
• Complete other duties as assigned by the Sports Information Director/Gameday Management Administrator, Associate Athletic Directors, and the Assistant Vice President for Athletics and Sport Management.

Qualifications:
• A bachelor’s degree is required.
• Applicants must be able to work an untraditional work schedule (i.e. frequent nights and weekends).
• Applicant must obtain acceptance in North Park University graduate program and have a personal commitment to North Park’s mission of Christian higher education.
• A background in StatCrew, NCAA LiveStats or Adobe Creative Suite is preferred.
If you meet the above qualifications and wish to be considered a candidate for this position, please send a letter of interest, resume, and names and telephone numbers of three professional references to: North Park University, Tyler Woolbright, Sports Information Director/Gameday Management Administrator, 3225 W. Foster Avenue, Chicago, IL 60625, E-mail: tawoolbright@northpark.edu. Review of applications will begin immediately and will continue until the position is filled.