



## JOB RESPONSIBILITIES

**Part-Time, Seasonal Position.** The Terrebonne Parish Consolidated Government's PT Sports Official are responsible for monitoring gameplay, tracking time, and ensuring safety and rule compliance.

### JOB OVERVIEW

#### PAY TYPE

Non-Exempt (Per Game)

#### SCHEDULE

Varies

*Must work nights, weekends and holidays for scheduled events as needed.*

#### SHIFT

Varies

#### LOCATION

Varies – work at different venues throughout the parish as needed.

#### REPORTS TO

Athletics Program Coordinator  
Sports Official Coordinator

#### PHYSICAL DEMANDS

Lift up to 25 lbs. (light)

#### WORK ENVIRONMENT

Frequent interactions with members of the public and youth  
Indoors and outdoors in varying climates and conditions.

#### EMERGENCY EVENTS

Not required to work during emergency events.

#### REQUIREMENTS

Must be 15 years or older – minors under 18 require a work permit  
Pass background check  
Concussion Protocol Certification

In this role, the Sports Official will judge performances, impose penalties, resolve disputes, and communicate with participants, coaches, and other officials. The Sports Official will be responsible for reporting any incidents, such as ejections, to the Parish Athletics staff.

Sports Officials will work with various Parish Athletics programs, such as basketball, baseball, softball, football, and volleyball.

### JOB DUTIES

- Arrive at least 15 minutes prior to first scheduled game.
- Remain in appropriate position to make calls, move along with the action of play, control the game, keep track of event times and elapsed times during game segments, and start/stop plays as needed.
- Inspect sporting equipment and examine participants to ensure compliance with event and safety regulations.
- Judge performances in sporting competitions to award points, impose penalties, and determine results.
- Signal participants and other officials to communicate infractions and regulate play or competition.
- Resolve claims of rule infractions or complaints and assess penalties according to regulations.
- Report to Parish Athletics staff regarding sporting activities, complaints made, and actions taken or needed (such as ejections or other disciplinary actions).
- Confer with other officials, coaches, players, gym supervisors, field directors, or supervisors to provide information, coordinate activities, and discuss problems.
- Perform other duties as assigned by supervisor.

### SKILLS AND QUALIFICATIONS

- **Leadership Skills:** Work effectively with other officials, coaches, and event organizers to ensure a successful games.
- **Time Management:** Ability to efficiently track games and ensuring plays start and stop at the appropriate moments. Must be able to maintain composure in high-pressure situations.
- **Analytical Skills:** Make quick and fair decisions on penalties, rule infractions, and game results.
- **Communication Skills:** Strong ability to communicate clearly and professionally, to ensure information is correctly relayed to coaches and players about the game's progress and any decisions made.
- **Organizational Skills:** Ability to manage multiple responsibilities and keep accurate records.
- **Technical Skills:** Strong understanding of the rules for different sports like basketball, baseball, softball, football, and volleyball is crucial for ensuring accuracy in making calls and assessing penalties fairly.
- **Qualifications:**
  - High school diploma or equivalent (GED) required.
  - Prior experience of officiating or playing the sport a plus.

Questions? No problem!  
Email us at [employment@tpcg.org](mailto:employment@tpcg.org).