



MARION MILITARY INSTITUTE

1101 Washington Street, Marion, Alabama 36756

POSITION: Intramural Official

MINIMUM QUALIFICATIONS:

- Must be currently enrolled at Marion Military Institute
- Must have a minimum 2.0 cumulative GPA at the time of hire and throughout the duration of employment
- Must be able to implement intramural sports policies and playing roles to maintain an appropriate level of control, fairness, and safety

DESIRED QUALIFICATIONS:

- Ability to work flexible hours
- Dependable

ESSENTIAL DUTIES:

In addition to adhering to general policies and guidelines specified by the State Board of Education and the MMI Faculty/Staff Handbook, the successful candidate will also perform the following duties:

- Enforce rules and regulations of intramural sports
- Assist Coordinator of Student Leadership with promotion, set up, and breakdown of student activities and intramural events

SALARY: State Salary Schedule L; **\$7.50 per hour, not to exceed 19 hours per week.** This position is not eligible for any benefits above and beyond the hourly wage.

PROJECTED START DATE: As soon as possible

APPLICATION PROCEDURE:

1. A complete application package consists of:
 - MMI employment application (completed and signed)
 - Current resume [Note: Resume should address how the applicant has fulfilled the qualifications, **required** and **preferred** (if applicable), listed on this job announcement].

A selection committee will review application files. Individuals selected as finalists will be invited for an interview. A maximum of three finalists will be recommended to the College President for consideration. The President may select one of the recommended applicants to fill the vacancy or may choose to reopen the application and selection process. Applicants must travel at their own expense. If you have a disability and may require accommodations, please notify us at (334) 683.2368.

MMI is an equal opportunity employer. It is the official policy of the Alabama Department of Postsecondary Education, including postsecondary institutions under the control of the State Board of Education, that no person in Alabama shall, on the grounds of race, color, disability, sex, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment. Marion Military Institute will make reasonable accommodations for qualified disabled applications or employees. The school reserves the right to withdraw this job announcement at any time prior to the awarding.

Marion Military Institute is an active participant in the Employment Eligibility Verification Program (E-verify). E-verify electronically confirms an employee's eligibility to work in the United States as required by the Department of Homeland Security.