



JOB DESCRIPTION

1750 W. McKinney Butte- PO Box 2215 - Sisters, OR 97759 | ph: 541-549-2091 | sistersrecreation.com

Position: Referee - Youth Flag Football
Reports to: Deputy Director
Pay rate/status: \$16.98-\$22.93/hour (seasonal, part-time)

Opening date: 9/3/2026
Closing date: Open until filled
Schedule: 4-10 hours per week; Saturdays, September 19 -October 24. Some weekdays/evenings may be required to complete employee onboarding and training.

General statement of duties: Implements and enforces sport-specific rules during district youth sports league games. Will train on sport-specific rules and expectations. Performs related work as required.

Distinguishing features of this classification: An employee in this classification is responsible for officiating youth athletic games and ensuring compliance with established rules. Work is performed under the supervision of the program supervisor who reviews work primarily based on direct observation and feedback from participants/parents. Supervision is not normally a responsibility of positions in this classification.

EXAMPLES OF ESSENTIAL DUTIES PERFORMED:

(Illustrative only. Any single position of a class will not necessarily involve all the duties listed and many positions will involve duties that are not listed.)

- Enforce/implement district sports policies and playing rules to maintain an appropriate level of control, fairness, and player safety.
- Handle emergency situations as needed. Complete required reports/paperwork.
- Be aware of facility safety hazards and address any concerns in a quick and efficient manner. If necessary, reports safety hazards to supervisor.
- Communicates on a regular basis with coaches, participants, parent/guardians and district staff.
- Assist with program setup and cleanup of supplies and equipment.
- Attend all department and district-wide staff meetings and trainings.
- Act as a mandatory reporter and report suspected cases of abuse and neglect to the appropriate authorities and direct supervisor.

DESIRABLE QUALIFICATIONS:

Knowledge: Some knowledge of playing rules and regulations of specific sport required to do the job and safety guidelines related to assignment.

Skills: Strong communication skills.

Abilities:

- Apply and enforce playing rules of specific sport;
- Exercise strong initiative and significant independent decision making;
- Demonstrate strong leadership and problem-solving skills;
- Communicate effectively in both verbal and written form;
- Interact with a variety of patrons/participants; and
- Establish and maintain positive, respectful and cooperative relationships with all contacts.



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Physical demands of the position: While performing the duties of this position, the employee is frequently required to stand, bend, kneel, crouch, and stoop. The position requires mobility including the ability to move materials weighing up to 25 pounds on a regular basis such as recreation equipment, inventory, and written materials. Use of arms, wrists, and hands, including manual dexterity and coordination, are required over 80% of the work period. The duties of this position are most always performed inside, thus exposure to seasonal temperature extremes is unlikely. Exposure to loud noise is moderate and should not necessitate the use of ear protection. Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodation. Reasonable accommodation will be evaluated on an individual basis and depends, in part, on the specific requirements for the job, the limitations related to the disability and the ability of the hiring department to accommodate the limitation.

Personal protective equipment: Access to nitrile gloves for the administration of first aid.

Experience and training:

- Must be at least 14 years of age; **AND**
- Some experience in playing or officiating recreational sports; **OR**
- Any satisfactory combination of experience and training which demonstrates the knowledge, skills, and ability to perform the above-described duties.

Special Requirements:

- Ability to pass a criminal background check.
- Ability to complete annual concussion training.

ADDITIONAL INFORMATION:

Equal Opportunity Employer