

## ATHLETIC FACILITIES TECHNICIAN

### DEFINITION

Performs facilities and equipment maintenance and repair duties related to the day-to-day operations of stadiums, athletic fields, gymnasiums, an aquatic center, and other assigned athletic facilities; assists in the coordination of athletic and non-athletic college and community events.

### TYPICAL DUTIES

Operates, inspects, cleans, and performs minor maintenance on athletic facilities and equipment.  
Makes safety inspections of athletic facilities, equipment, and grounds; takes corrective action or reports problems to the Athletic Facilities Coordinator.  
Maintains, repairs, and returns to proper storage all athletic equipment used on a daily basis.  
Assists in scheduling events of the athletic facilities.  
Assists in preparing athletic facilities and equipment for use in academic courses, intramural sports, competitions, and community services programs.  
Participates in the setup and operation of public address systems.  
Provides guidance to administrators, faculty, staff, and the community on proper use of athletic facilities and equipment.  
Enforces safety policies and rules for use of the athletic facilities and surrounding areas.  
Ensures that the athletic facilities and surrounding areas are free from health and safety hazards.  
Makes recommendations on the replacement and purchase of equipment.  
Orders and maintains records of athletic supplies and equipment.  
Maintains records of repairs and prepares reports of facility use.  
May coordinate repairs with college facilities department.  
May provide information regarding athletic facilities activities to college offices and the community.  
Performs related duties as assigned.

### DISTINGUISHING CHARACTERISTICS

An **Athletic Facilities Technician** performs maintenance and repairs of facilities and equipment related to the day-to-day operations of athletic facilities and assists in the coordination of athletic and non-athletic college and community events.

An **Athletic Facilities Coordinator** plans, organizes, and participates in the operations of a variety of athletic facilities including scheduling and promoting college and community athletic activities.

### SUPERVISION

General supervision is received from an Athletic Facilities Coordinator or classified or academic administrator or supervisor. Supervision may be exercised over student assistants.

## CLASS QUALIFICATIONS

### Knowledge of:

Policies and procedures of athletic facilities operation and maintenance  
Athletic events and methods for the safe set-up, operation, maintenance, and storage of athletic equipment  
Use and purpose of athletic facilities and equipment  
Stadium operation including sound systems and field marking  
Cleaning, sterilization, and sanitation methods and techniques used in maintenance of athletic facilities  
Safety and health practices relating to athletic facilities operation and maintenance  
Health and safety procedures pertinent to the operation of athletic facilities  
Capabilities of computer applications and hardware used in the assigned area  
Principles of recordkeeping

### Ability to:

Make repairs to athletic equipment and facilities using tools safely  
Maintain athletic buildings and grounds in a clean, sanitary, and safe condition.  
Set-up and operate athletic and sound equipment  
Understand crowd control procedures  
Safely lift and move heavy supplies and equipment  
Communicate effectively orally and in writing  
Keep accurate and complete records  
Prepare reports  
Respond appropriately in emergency situations  
Work effectively with students, faculty, staff, and community members  
Learn general and specialized computer applications

## ENTRANCE QUALIFICATIONS

### Education and Experience:

- A. An associate's degree or its equivalent from a recognized college or university with a major in recreation, physical education, or a related field.

**OR**

- B. Two years of full-time, paid work experience in the technical operation and maintenance of athletic facilities.

**OR**

- C. Any equivalent combination of A. and B. above.

### Special:

A valid American Red Cross or American Heart Association First-Aid certificate or its equivalent.  
A valid American Red Cross or American Heart Association certificate in Cardiopulmonary Resuscitation is desirable.