

<b>JOB TITLE:</b>	<b>TRACK &amp; FIELD AND CROSS COUNTRY ASSISTANT</b>
Department:	Athletics
Location:	Mercer Birmingham
Supervisor Name:	Chad Gunnelson
Supervisor Phone Number:	563.589.3860
Supervisor Email:	cgunnelson@dbq.edu
Duties and Responsibilities:	<ul style="list-style-type: none"> <li>• Assist with Daily Operations</li> <li>• Laundry</li> <li>• Equipment</li> <li>• Upkeep</li> <li>• Data basing</li> <li>• Film</li> <li>• Video Management</li> </ul>
Classification	None
Purpose or Role within the Organization:	Support the Track & Field and Cross Country programs by doing a variety of activities to support each program.
Rate of Pay:	Minimum Wage
General Qualifications:	Must be enrolled at least half-time.
Length of Employment:	Beginning of the fall semester to the end of the spring semester.
Evaluation Procedures & Schedules:	None