



FoxHole Manager

## JOB DESCRIPTION

POSITION: FoxHole Manager (1 position)

DESCRIPTION:

This person will be responsible for the maintenance of the FoxHole recreational facility. This individual will ensure the facility is clean, orderly, and fully operational. The FoxHole Manager must possess a general knowledge of equipment operation and desire to serve students.

QUALIFICATIONS:

This individual must be organized and have attention to detail. This person must be able to keep accurate financial and inventory records. The individual should be a full time undergraduate student (12 credit hours), and remain in good standing with Academic and Student Life.

TIME COMMITMENT:

3-5 hours per week

GENERAL RESPONSIBILITIES:

1. Meet with the ASC VP of Commuter Life biweekly.
2. Keep and stock inventory in conjunction with the ASC VP of Commuter Life.
3. Manage and update FoxHole events calendar.
4. Plan promotions for FoxHole events.
5. Thoroughly clean the FoxHole weekly.
6. Be able to operate all FoxHole equipment (sound, TVs, appliances, etc.).
7. Abide by all GFU community lifestyle standards as outlined in the Student Handbook.

STIPEND:

Inquire in the ASC Offices