



**Position Title:** Adult Softball Umpire

**Department / Location:** Recreation Department - Whitman MS and/or Hart Park

**Job Classification:** Part-Time

**Reports to:** Adult Softball Coordinator and Recreation Program Coordinator

**Supervises:** Adult Softball League

**Position Summary:** The Adult Softball Umpire is a part time position responsible for the supervision of Adult Softball games. This position requires solid leadership, and the ability to start and make sure softball games run as smoothly as possible. An umpire is responsible for the safety of everyone involved.

**Duties and Responsibilities:**

- Arrives at site at least 15 minutes before the game.
- Ensures field is playable.
- Starts the games on time and watches the time limits.
- Keeps score of games.
- Calls the games as fair as possible.
- Has all necessary equipment and umpire shirt.
- Wears apparel issued by the Wauwatosa Recreation Department.
- Completes incident/accident report forms when necessary.
- Reports Scores within 24 hours.
- Attends all staff meetings.

**Qualifications:**

- Possess great knowledge of the game and the rules.
- Be a fair person.
- Portrays good communication skills with coaches, participants, spectators, and with other staff members.
- Portrays a friendly, positive attitude.
- Displays overall confidence.

**Special Requirements:**

- Reliable transportation.
- Must be available the entire season.

**Physical Requirements:**

- The employee must be able to complete all physical requirements of the job with or without a reasonable accommodation. Physical requirements will include sitting, standing, walking, lifting, carrying, reaching, pushing, pulling.



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By signing this job description, I acknowledge that I have read and understand the duties, qualifications and requirements of the position. My signature further attests that I am able to perform the essential functions of this position with or without a reasonable accommodation. I understand that this job description does not represent a contract of employment and that the Wauwatosa School District reserves the right to change duties, responsibilities or activities with or without notice.

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Employee Signature

Date Signed