



Robbinsville Township Recreation Division

RBL Summer Basketball League

Job Title: Assistant Summer League Coordinator

Position Summary

The Assistant Summer League Coordinator supports the game-day operations of the Summer Basketball League. This position assists with game-day management, coach communication, and overall league logistics to ensure a positive, organized, and well-run experience for players, families, officials, and spectators.

Key Responsibilities

- Assist in coordinating and overseeing all game-day operations of the Summer Basketball League.
- Serve as the lead staff member on-site when the RBL Coordinator is not present.
- Support communication with volunteer coaches, parents, referees, and scorekeepers.
- Report scores to the Recreation Programs Coordinator when the RBL Coordinator is not present.
- Provide on-site support during league games to ensure smooth and efficient operations.
- Help set up and break down courts, including tables, chairs, scorebooks, scoreboards, and equipment.
- Assist in monitoring league safety and ensure league policies and procedures are followed.
- Fill in for scorekeepers and coaches

- Perform additional duties as assigned to support the success of the Summer Basketball League.

Qualifications

- Prior scorekeeping experience is required
- Knowledge of basketball rules and game structure are preferred
- Ability to multitask and remain calm in a fast-paced environment
- Reliable and punctual

Work Schedule:

- Must be available on Mondays and Wednesdays, June 29 until August 12, from 5 until 8p.m.

Compensation:

- \$16.50-\$17.50

Reports To:

- Recreation Program Coordinator

