

## **PERFORMANCE EXPECTATIONS FOR COMPETITIVE SPORTS EMPLOYEES**

### **Purpose:**

The purpose of this policy is to explain the expectations that each employee will be held.

### **Scope:**

This policy applies to all employees of the Competitive Sports program.

### **Policy & Procedure:**

#### **I. PERFORMANCE EXPECTATIONS**

- a. All employees of the competitive sports program are held to a high standard while working and participating in our programs. Employees are held but not limited to the following expectations:
  - i. Work hard, be proactive, and complete daily tasks in a timely and efficient manner
  - ii. Have a positive attitude, be focused and ready to work
  - iii. Treat all participants, coaches, spectators and coworkers with respect
  - iv. Demonstrate fair, unbiased actions and treat participants respectfully
  - v. Take initiative to solve problems
  - vi. Work cooperatively with coworkers and other Recreational Sports staff
  - vii. Be professional
  - viii. All Site Managers and Supervisors must attend all officials' trainings
  - ix. Officials **MUST** attend trainings for all sports they wish to officiate and are expected to attend all staff meetings if available
  - x. Employees must arrive to a shift on time, dressed appropriately
  - xi. If an employee is running late, they need to contact the Site Manager as soon as possible
  - xii. Employees must know and exemplify the department's Mission, Vision and Values always
  - xiii. If an employee is finding a cover for their shift, they must find someone who is of equal or greater experience
  - xiv. All employees should know the rules of the sport they are working
  - xv. Other duties as assigned