#### **FBBC Athletics Employment FAQs**

### What is FBBC Athletics employment?

 Employment with the Athletic Department at Faith involves two areas within the Nettleton Center – event management staff and janitorial staff.

### What positions are available for hire?

- There are two positions that we hire team members for each year –
   Nettleton Center / Pyche Field event staff and Nettleton Center janitorial staff. There may be some crossover between positions and you may apply to work for both positions if you are seeking opportunities for more hours.
  - Event Staff: Event staff workers are responsible for assisting with the setup, facilitation, and cleanup of all events that take place in the Nettleton Center or at Pyche Field. As the main meeting facility for our campus, the Nettleton Center is a busy place that requires frequent re-configurations to meet the needs of the various events. Athletic events, conferences, and chapel setups are the three main areas you will have the opportunity to serve in. Flexibility is the key when working on the Nettleton Center (or as we like to call it "Gym Crew") staff as hours and shifts must flex to meet the needs of the various events taking place.
  - Janitorial Staff: Janitorial staff workers are responsible for helping us care for and clean the Nettleton Center. With nine offices, four classrooms, four restrooms, four locker rooms, a fitness center, and a spacious gymnasium, the Nettleton Center provides many opportunities for you to show off your cleaning skills! There are four shifts generally available an individual afternoon shift, a two person evening shift, a fitness center shift, and a flex shift that will clean the locker rooms when used for athletic events. Flexibility is the key when working on the Nettleton Center (or as we like to call it "Gym Crew") janitorial staff as hours and shifts must flex to meet the needs of the various events taking place.

# What are the pay rates?

All first-time employees start at \$10 per hour. Since you will be working at your educational institution, FICA taxes are not withheld, which makes your pay rate equivalent to \$10.83 per hour at off campus employment locations.

#### FBBC Athletics Employment FAQs (cont.)

 A job performance evaluation will take place at the end of each semester and you will be eligible for a set raise of at least \$.25/hour for each semester of continual work. This applies through the conclusion of your senior year.

### How many hours per week may I expect?

 A lot depends on your class schedule and availability, as well as your involvement in any extracurricular activities. We have had student's work as few as 5 hours per week or up to 20.

#### What are the usual work hours?

- Flexibility is the key when working in the athletic department! Because we serve the school by facilitating the majority of the on campus events, our work shifts take place when needed for these events. In general "gym crew" shifts take place in the afternoon to reset the gym for athletic or other events and a shift at night to reset for chapel services. Event shifts generally last from 1-3 hours, but can be longer depending on the event needs.
- Janitorial shifts also require some flexibility, but are a little more standard.
   There is generally one afternoon shift, one fitness center shift, and two
   evening shifts available each day. There will also be a locker room cleaning
   shift as necessary after games. Janitorial shifts last from one to two hours,
   depending on facility use.

# What if I need time off for a special event?

You may request time off, and we do our best to help out when we can. Once the schedule is set, the assigned job is yours to complete, and we expect you to follow through with your responsibilities. However, we do have a substitution policy, and there are usually a good number of fellow workers who are willing to help out!

#### Can Athletics work around extracurricular activities?

 During the interview process, we will discuss your involvement in any other activities and how that may affect your availability. We do our best to ensure that your employment will work well for both your and our needs.