



## **POSITION DESCRIPTION & RESPONSIBILITIES**

### **POSITION:**

### **Intramurals Chair**

### **POSITION SUMMARY:**

The Intramurals Chair is responsible for the Chapter's athletic teams, and assists the Philanthropy Committee with athletic oriented charitable events and/or fundraisers.

### **DUTIES & RESPONSIBILITIES:**

- Actively recruit Miami alumni, which can include their friends and family, to represent the Miami Chicago Alumni Chapter, and participate in area intramural leagues.
- Ensure that the intramural teams realize that they're representing the alumni chapter, and Miami University, and conduct themselves accordingly with honor, respect, and fair play.
- Require the teams, where at all possible, to wear Miami garb to their games, matches, etc., preferably some kind of Miami Chicago Alumni Chapter apparel.
- Facilitate the registration, collection of any applicable fees, and timely payment of any fees to the applicable league and/or administrating organization.
- Ensure adequate participation by team/league members representing the Chapter.
- If applicable, take the necessary action(s) to remove anyone representing the Chapter that demonstrates continued poor sportsmanship to others, or those within the team.
- Assist the Philanthropy Chair with the identification of, and registration to athletic oriented events (e.g. Fun Runs/Walks, Stair Climbs, Bike Races, Softball Tournaments), which are in support of worthy charitable and philanthropic causes.
- Foster and support an atmosphere of teamwork, spirit, fair play, and good sportsmanship.