

Athletic Timekeeper is responsible for timing Cross Country meets for the Kyrene Athletic Program.

Chain of Command

The Timekeeper works under the direction of the site and district athletic directors and reports to the building principal.

Competencies of the Athletic Timekeeper

- Strong written and verbal communications skills
- Strong organizational and time management skills
- Strong analytical and problem solving skills
- Demonstrate responsibility and reliability
- Knowledge of Cross Country

Essential Duties of the Athletic Timekeeper

- Attend and work each event under the site Athletic Director's supervision.
- Responsible for being the official timekeeper for cross country meets.
- Respectful to all staff and spectators for all meets.

Minimum Qualifications

High School Diploma or GED is required; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above. Valid Arizona fingerprint clearance card required.

Date Revised

1.12.2021