

## 2019 RISING TO THE TOP YOUTH BASKETBALL LEAGUE

### VOLUNTEER JOB DESCRIPTION SCOREKEEPER AND CLOCK OPERATOR

**PURPOSE:** Helps basketball games run efficiently as we create a fun, positive, and safe environment where youth learn sportsmanship, skills development, teamwork, responsibility, and most importantly, about Christ.

**REPORTS TO:** Team Coach

#### **QUALIFICATIONS:**

- Model Christian values and Christ-like behavior;
- Be fingerprinted and undergo a criminal background check by **July 31, 2019** if over 18;
- Be a member of the Seventh-day Adventist Church in good and regular standing;
- Be at least 14-years old;
- Be alcohol and drug-free;
- Have a desire to work with and be a positive influence for children, youth, and young adults;
- Be knowledgeable about the game of basketball, basketball rules, and shot clock operation;
- Be objective and honest;
- Be able to communicate effectively and follow directions;
- Possess enthusiasm, patience, organizational skills, effective communication skills, maturity, dependability, and responsibility; and
- Be available and attend games and league meetings; and
- Have good eyesight and the ability to see plays with sufficient clarity in order to maintain accurate scoring records

## RESPONSIBILITIES:

- Arrive at least 30 minutes before the scheduled game to become familiar with the shot clock and board controller;
- Record each point, both scored points and penalty points;
- Obtain the line-up from each coach and record the rosters in the scorebook;
- Keep a very clean and accurate account of the game;
- Keep time by starting and stopping the game clock;
- Document any accident or incident that may occur during the game;
- Keep track of the possession arrow throughout the game;
- Adjust team scores and the shot clock in accordance with official's decision;
- Keep track of time for timeouts and let the officials know when the time has expired;
- Keep a good record of the amount of time each player plays throughout each quarter;
- Keep records of all fouls and player eligibility;
- Report the scores of the games and making sure that officials sign the result / summary sheets;
- Communicate any problems or concerns to the area commissioner; and
- Clean up around scorekeeper's area and return all equipment used after game.