

TEMPORARY Athletic Equipment Manager
State Center Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=269359>

Downloaded On: Dec. 13, 2025 9:50am

Posted Dec. 11, 2025, set to expire Apr. 7, 2026

Job Title	TEMPORARY Athletic Equipment Manager
Department	
Institution	State Center Community College District Fresno, California
Date Posted	Dec. 11, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Classified Staff Part-Time/Temporary Staff
Academic Field(s)	Athletics and Recreation Services
Apply Online Here	https://apptrkr.com/6776447
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Job Description	

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TEMPORARY Athletic Equipment Manager

Salary: \$28.56 - \$35.12 Hourly

Location: Fresno City College, CA

Job Type: Temporary

Division: FCC Student Services

Job Number: 202500255 - T

Closing:

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General Purpose

Under general supervision, oversees the operations and functions of the athletic equipment room and assists in facility operations as they pertain to intercollegiate athletics and physical education classes; coordinates the athletic equipment and apparel needs for all sporting events; stores, issues, maintains, repairs, launders and controls athletic apparel, equipment and supplies for student and athlete use; and performs related duties as assigned.

Essential Duties & Responsibilities

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

Receives, organizes, stores, issues and controls an inventory of physical education and athletic equipment, supplies, apparel and uniforms; interacts with coaches in determining uniform and equipment needs; researches, prepares and requisitions a wide variety of equipment and uniforms; receives orders, inspects for deficiencies and shortages and notifies supplier of any problems; issues and distributes a variety of equipment, uniforms and supplies for classes, practices and competitive sporting events; collects equipment and uniforms, identifies missing or damaged items; regularly performs inventory of equipment, supplies and uniforms; prepares clothing, equipment and supplies for athletic events, packs and loads equipment for team trips, and monitors equipment use at athletic events; cleans, rotates and issues locks and lockers to athletes and students and provides combinations; maintains log of locker assignments.

Properly fits uniforms and equipment to ensure adequate protection and/or comfort for athletes; educates students regarding the proper care of clothing and equipment and use of athletic facilities; maintains athletic and physical education equipment, supplies and uniforms to ensure student safety and health; inspects clothing and equipment for damage; cleans, repairs and reconditions equipment; sorts clothing for cleaning and launders washable items; mends and stores uniforms.

Maintains order, safety and security of assigned athletic facilities; supervises student conduct in assigned areas; sets up and breaks down equipment for athletic events as assigned; secures and closes assigned facilities; locks and unlocks doors and vending areas in accordance with established schedules; eliminates sanitation and safety issues and hazards or reports to appropriate authority.

Ensures the District's athletic teams enter their competitions and practices equipped to meet collegiate-level standards of safety and appearance; ensures facilities are safe, operative and meet compliance

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standards of governing authorities, such as the California Community College Athletic Association (CCCCAA).

Performs other administrative functions related to areas of responsibility; maintains complete and accurate inventory records; completes and files equipment, locker and uniform assignment data.

Provides day-to-day lead work guidance and direction to student aides; assigns, schedules and monitors work for completeness, accuracy and conformance with District, department and legal/regulatory requirements and standards; provides information, instruction and training on work procedures and technical, legal and regulatory requirements.

Demonstrates sensitivity to and understanding of historically minoritized groups and participates in professional development activities to increase cultural competency to enhance equity-minded practices within the District.

OTHER DUTIES

- Travels with athletic teams to away competitions and off-campus "home" venues when required.
- May be required to maintain monthly fire extinguisher inspection reports and various other records and logs.
- Performs related duties as assigned.

Employment Standards / Minimum Qualifications

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Materials, supplies, uniforms and equipment used in team/individual sports and physical education classes.
- Methods and techniques to properly launder, clean, repair and recondition equipment and uniforms.

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- Methods of appropriately fitting various athletic uniforms and equipment to provide comfortable fit and adequate protection.
- Basic methods and techniques for setting up, taking down and storing athletic equipment.
- Health and safety regulations.
- Basic recordkeeping techniques.
- Requirements outlined in the National Operating Committee on Standards of Athletic Equipment (NOCSAE).

Skills and Abilities to:

- Issue, maintain and repair athletic and physical education equipment.
- Maintain athletic facilities and equipment room in clean and sanitary conditions.
- Understand, explain and apply District policies, rules and regulations related to areas of responsibility.
- Evaluate each athlete's uniform and protective equipment needs and properly fit uniforms/equipment to ensure adequate protection and comfort.
- Operate a variety of tools and equipment related to an athletic facility.
- Perform minor maintenance and repairs as assigned.
- Oversee and direct the work of student assistants.
- Perform administrative practices and procedures, including recordkeeping and filing.
- Effectively engage and support historically minoritized groups by addressing issues of equity and improving culturally responsive service-oriented practices.
- Communicate effectively, both orally and in writing.
- Understand and follow written and oral instructions.

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- Operate a computer and standard business software.
- Establish and maintain effective working relationships with all those encountered in the course of work.

EDUCATION AND EXPERIENCE

Graduation from high school or GED equivalent, and at least two years of progressively responsible experience in maintaining athletic facilities, uniforms, equipment and supplies in an organized setting of student athletes; or an equivalent combination of training and experience.

LICENSES, CERTIFICATES AND OTHER REQUIREMENTS

A valid California driver's license and the ability to maintain insurability under the District's vehicle insurance program.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is frequently required to walk; sit; climb and balance; stoop, kneel, crouch and crawl. The employee must frequently lift and/or move up to 50 pounds and occasionally lift, move or push over 100 pounds with assistance. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Mental Demands

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use basic math; observe and interpret situations; learn and apply new information or new

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skills; work under deadlines with constant interruptions; and interact with District staff, other organizations and the public.

WORKING ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential duties of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee works in athletic locker rooms and equipment room where the noise level is usually moderately quiet; and is exposed to wet and/or humid conditions, fumes or airborne particles, and toxic or caustic chemicals. The employee occasionally works in outside weather conditions and near moving mechanical parts. The employee may be required to work in high, precarious places and is occasionally exposed to risk of electrical shock. The noise level in the work environment is occasionally loud.

The employee may be required to travel to locations other than assigned work site and to adjust to work schedule changes and requirements to work overtime.

Assessment Process

Only the most qualified applicants will be invited to interview for the assignment.

Work Schedule: 10:00 a.m. - 7:00 p.m. (with flexibility depending on department needs, which may include weekends)

To apply, visit <https://www.schooljobs.com/careers/scccd/jobs/5160807/temporary-athletic-equipment-manager>

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

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