

SPRINGFIELD COLLEGE
APPLICATION FOR GRADUATE ASSISTANTSHIP IN:
FACILITY OPERATIONS/GENERALIST

Please note that **one copy of your resume and once copy of the Coaching/Teaching Competence Form, and application(s)** need to be on file in the Campus Recreation Department (413) 748-3468. Please complete and return all to:

**Springfield College
Dept. of Campus Recreation
263 Alden Street
Springfield, MA 01109**

Name: _____	
Date: _____	
Home/Permanent Address:	
Street: _____	
City, State, Zip: _____	
Telephone #: Day: _____	Night: _____
Cell Phone #: _____	Email Address: _____
Date of Acceptance in Grad Program: _____	
Major Area to be Studied at S.C.: _____	
Area of Specialization at S.C.: _____	
Degrees Sought: _____ (M.S., M.Ed., M.P.E., Ph.D..)	
Record of Undergraduate Study:	
Degree: _____	College: _____
Date: _____	Major: _____
GPA: _____	Minor: _____
Record of Other Graduate Study:	
Degree: _____	College: _____
Date: _____	Major: _____
GPA: _____	Minor: _____

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Name: _____

Date: _____

RATE YOUR KNOWLEDGE AND EXPERIENCE IN THE FOLLOWING AREAS:

NOTE: 5 = Highest

1 = Lowest

	Rating		
	H	L	Comments
Event Supervision	(-----)		_____
Budget Management	(-----)		_____
Computer Skills	(-----)		_____
Using Scheduling Software.....	(-----)		_____
Managing Payroll.....	(-----)		_____
Supervising Student Employees	(-----)		_____
Recruiting/hiring students.....	(-----)		_____
Scheduling Student Employees.....	(-----)		_____
Verbal Communication Skills	(-----)		_____
Written Communication Skills	(-----)		_____

Summarize all facility operations or management experience:

Summarize any recreation-related experiences:

For more information, please contact:

Ms. Kristen Brosius,
Coord. of Fac. Operations & Student Development
(413)-748-3721

