



## **JOB DESCRIPTION**

**TITLE:** Logistics Coordinator

**REPORTS TO:** Regional Director of Chapter Services

**POSITION TYPE:** Internship (hours to be determined)

**LOCATION:** Remote

**DATES:** TBD

## **ROLE DESCRIPTION**

We can't have a gaming community without our tournaments and leagues! The Logistics Coordinator will be solely responsible for development and implementation of all Gaming Tournament efforts for the Gaming for Inclusion program. Their role will work closely with Ability Experience and Pi Kappa Phi staff members to ensure high quality inclusive gaming is provided to brothers of Pi Kappa Phi, Partner Organizations, and Friends of the Fraternity.

## **RESPONSIBILITIES**

- Coordinating the logistics for all tournaments and leagues
- Deciding dates of events
- Establishing the structure of tournaments and leagues
- Manage the RallyCry platform for all gaming set ups
- Choosing a variety of games for tournaments and leagues
- Server/match set up
- Providing Marketing and Recruitment with necessary details for events
- Live support and coordinator during events
- Deciding on registration fees