



The wild's calling ... dare to answer!

Student Employment Opportunity: Rink Attendants (2 positions)

Rink Attendants are responsible for overseeing public skating sessions and assisting with special events at the Elkford Arena to ensure safe and enjoyable operations. We are looking for confident skaters who enjoy working with the public. Shifts are varied and may include non-instructional days, evenings and weekends, statutory holidays, Christmas break and spring break.

Minimum requirements:

- Must be able to skate
- Ability to work with all ages of the public
 - 18 years of age or younger
- Current, full-time student attending high school
- Hold a current valid basic First Aid Certificate
- Must have a Social Insurance Number

The successful candidate will be required to provide a Criminal Record Check.

Submit your cover letter and resume to:

District of Elkford
Attn: Director of Corporate Services
P.O. Box 340
Elkford, B.C.
V0B 1H0

Email: careers@elkford.ca In person: 744 Fording Drive Fax: 250.865.4001

We thank all applicants for their interest; however, only those selected for an interview will be contacted.



**DISTRICT OF ELKFORD
EMPLOYEE POSITION DESCRIPTION**

Position Name: Student Rink Rat

Date of Revision:

Classification: CUPE Local 3004 Collective
Agreement Schedule A - Student

Date of Last revision: May 4, 2012

Weekly hours: Casual

Schedule of hours: Evenings and weekends

Approval:

Chief Administrative Officer

Supervisor

Nature of Work:

Under the general direction of the Director, Leisure Services, the position performs a variety of general and specific duties in regards to collecting admissions and overseeing Public Skating and Shinny. Exercise some judgment and initiative. Works under the supervision of the Maintenance personnel on duty and the Program Coordinator. Responsible for own safety and safety of others.

Duties and Responsibilities include:

- a) Collecting admissions and making change;
- b) Ticket taking;
- c) Oversee the public skating or shinny;
- d) Ensure rules are enforced;
- e) Put hockey nets on or off the ice;
- f) Oversee sign-in procedure;
- g) Record usage of programs;
- h) Know who to contact in case of emergency;
- i) Other related duties as may be assigned from time to time.

Qualifications and Experience:

- Ability to work with all ages of the public;
- Must be able to skate;
- 19 years of age or younger, current full time student at Elkford Secondary School;
- Current Basic First Aid Certificate;
- Physically fit.