

## EMPLOYMENT OPPORTUNITY

# Skate Attendant

Casual / External

Recreation and Parks Services

Competition No.: 2024-1976



[www.rdn.bc.ca](http://www.rdn.bc.ca)

### SKILLS & ABILITIES

- Strong skating ability
- Strong interpersonal and customer service skills
- Ability to respond to emergency situations using quick judgment
- Ability to work with minimum supervision

### APPLICATION DETAILS

To apply for this position, send your resume to [rdncareers@rdn.bc.ca](mailto:rdncareers@rdn.bc.ca), clearly highlighting your education, experience, and qualifications relevant to the role. **Please quote 2024-1976 in the subject line of your email to ensure proper processing.**

**Applications will be accepted until:  
all positions are filled.**

*Date Posted: September 10, 2024*

*A Criminal Record Check is a condition of employment with the Regional District of Nanaimo.*

### ABOUT THE ROLE

The Regional District of Nanaimo is seeking casual Skate Attendants in the Recreation and Parks Department at Oceanside Place Arena in Parksville.

Reporting to the Superintendent of Arena Services, the successful candidate's duties include providing on-ice supervision and instruction of participants of public skating lessons, special events and skating/hockey lessons; cleaning and maintaining skate shop; cleaning, sharpening and maintaining rental skates and program equipment; and distributing and receiving rental and program equipment.

### QUALIFICATIONS

Qualifications include a grade 10 education with one (1) to twelve (12) months prior job-related experience working with children, or an equivalent combination of training and experience. In addition, the applicant must possess strong skating ability and leadership skills, good communication and customer service skills, and the ability to work independently and as a team member. The successful candidate must possess a current Level One First Aid certification.

### POSITION DETAILS

This is a casual Union position with varying hours of work including evenings, weekends, and school holidays. The (2024) rate of pay for the position is \$21.09 per hour, plus 9% in lieu of benefits including vacation and statutory holidays.

*We thank all applicants in advance for their interest; however, only those selected for further consideration will be contacted.*

## Skate Attendant

### Recreation and Parks Services

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#### Job Summary

The Skate Attendant contributes to the effective operation of the department through effective supervision of clientele during skating and special sessions. This includes ensuring the safety of each participant and the enjoyment of the session. This position supports the Recreation & Parks Department by assisting team members in their duties, as required, to meet service expectations and departmental goals and objectives.

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#### Primary Duties and Responsibilities

- Provides on-ice supervision of participants of public skating sessions and special events.
  - Cleans and maintains skate shop and related equipment.
  - Cleans and sharpens skates.
  - Maintains a safe environment for all participants.
  - Assists non-skaters, beginners, and disabled clients.
  - Maintains the security of the facility by securing facility doors and areas designated “out of bounds” to the public.
  - Assists or leads on-ice activities and games.
  - Distributes and receives the return of rental skates and equipment.
  - Assists in cleaning the facility after sessions.
  - Reviews, adheres to, and supports the adherence to safe work procedures in the workplace and generally promotes a safe work environment.
  - Performs other related duties as required.
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#### Job Qualifications

##### Education/Experience

- Grade ten (10) education.
- One (1) to twelve (12) months prior job-related experience working with children.
- An equivalent combination of training and experience may be considered.

##### Skills/Abilities

- Current First Aid certification, Level One.
  - Strong skating ability and leadership skills.
  - Strong interpersonal and customer service skills.
  - Ability to respond to emergency situations using quick judgment.
  - Ability to work with a minimum of supervision.
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#### Reporting Relationship

Reports to: Superintendent of Arena Services.