

## Part Time Arena Caretaker Job Description

The Standard and District Agricultural Society (Standard Ag Society) is looking for a Part Time Arena Caretaker to help operate its indoor arena. The Standard Ag Societies mandate is to “encourage improvement in agriculture and enhanced quality of life for persons living in the community by developing educational programs, events, services and facilities based on needs of the community”. More specifically and relating to this position, the Standard Ag Society manages and operates recreational facilities, including the Standard and Rosebud Arena (the Arena) within the Village of Standard.

### Job Summary

The Arena Caretaker will be responsible for maintaining ice quality and cleaning and maintaining arena facilities. They will operate an ice resurfacer, perform ice quality maintenance, check plant operation, and clean and maintain dressing rooms and bathrooms. They will ensure that the Arena is safe, clean, welcoming, and well maintained.

### Responsibilities

The Arena Caretaker responsibilities will involve maintaining ice quality, monitoring the plant, cleaning the facility, and general operations. They will be responsible for:

#### Ice and Plant Maintenance:

- Operating an ice resurfacer to clean and flood the ice;
- Maintaining the ice resurfacer, including regular equipment checks, snow removal, blade maintenance, and propane cylinder replacement;
- Ice maintenance, such as edging, scraping, and hand flooding;
- Documenting plant operation parameters, including compressor pressures and temperatures, brine pressures and temperatures, and condenser operation;and
- Informing the Facility Operations Manager of any changes or issues with plant or ice resurfacer operation;

#### Cleaning

- Removing garbage and recycling on a regular basis throughout the Arena;
- Cleaning bathrooms and replacing consumables, such as soap and toilet paper;
- Cleaning dressing rooms and the meeting room between facility users; and
- Cleaning the bleachers, benches, and scorekeepers box;

## General

- Addressing concerns or suggestions from facility users;
- Performing general maintenance and minor repair duties, such as replacing light bulbs or unclogging toilets; and
- Reporting concerns or the need for supplies to the Facility Operations Manager in a timely manner;

## Qualifications and Requirements

The Arena Caretaker will be required to have:

- Equipment operation experience;
- Technical and mechanical know-how;
- Problem solving skills; and
- A positive attitude;

Preference will be given to those who possess the following certifications from the Alberta Association of Recreation Facility Personnel:

- Arena Operator Level 1; and
- Arena Maintenance

Training and certification will be offered to employees on an individual basis.

## Work Conditions

The Arena Caretaker must be physically capable of performing the required tasks, including walking, running, sitting, lifting, crouching and kneeling for extended periods of time. Lifting of up to 50 lbs will be required. They will be required to work directly with mechanical parts and in outdoor temperatures. The work is mostly evenings and weekends.

## Compensation

The Arena Caretaker position will be part time and seasonal. The position will be approximately 10 to 15 hours per week, during the arena operating season from September through March. Additional hours may be required during tournament weekends. The salary for this position would start at \$19/hr depending on experience and competency, which would be paid twice monthly.

## How to Apply

If interested in the Facility Operations Manager position, please forward a resume to the Standard and District Agricultural Society at [StandardAgSocietyPresident@gmail.com](mailto:StandardAgSocietyPresident@gmail.com), or contact Brendan Christensen at 403-828-5315.