



EMPLOYMENT OPPORTUNITY

Community Services Department - Arena Attendant Assistant (STUDENT), Part Time, Contract

Under the direction of the Arena Manager and Arena Attendants, the Arena Attendant Assistant (Student) will be responsible for assisting with the maintenance and operation of the Arena and Community Centre facility. Successful candidates will work weekend and evenings shifts and may be required to work holidays. Hours of work will vary depending on the facility schedule but will not exceed 24 hours per week. Students will be paid in accordance with Ontario Minimum Wage.

Number of positions to be filled: Up to 5

Duties and Responsibilities:

- Assist in cleaning, sanitizing, and monitoring dressing rooms, hallways, lobbies, and stands
- Assist in pre and post flooding duties
- Perform skate patrol during public skating times
- Performing janitorial duties as required.
- Providing patrons with quality customer service; and
- Assisting Arena Attendants with other duties as assigned.

Skills and Qualifications:

- Minimum of fifteen (15) years of age
- Currently enrolled in High School or a Post-Secondary Institution program
- Reasonable knowledge of hockey and ability to skate is an asset
- Ability to understand verbal and written instructions to perform all assigned duties
- Demonstrate the ability to work both independently and as part of a team, take initiative and have good communication skills
- Ability to deal courteously and effectively with the public and staff
- Proven ability to work effectively in a fast-paced environment; and
- Available and willing to work flexible hours, including weekends, evenings, and holidays.

Qualified and interested candidates should submit an electronic resume and cover letter stating the position they are applying for to Chris Gilmour, Recreation Supervisor,



(cgilmour@uxbridge.ca). Applications will be accepted on an ongoing basis for the 2024-2025 Arena season (September-April).

We thank all those who apply, however, only those candidates selected for an interview will be contacted.

This position is subject to providing proof of full vaccination against COVID-19 in alignment with the Township COVID-19 Vaccination Policy. Successful candidates will be required to be fully vaccinated with a Health Canada or the World Health Organization approved COVID-19 vaccine series with the final dose at least 14 days prior to your start date. The Township will consider cases requiring accommodation as stipulated by relevant employment standards legislation or regulation and/or the Ontario Human Rights Code.

The Township of Uxbridge is an Equal Opportunity Employer that is dedicated to an inclusive, barrier-free recruitment and selection process. The Township is committed to diversity, equity, and inclusion within its community and organization, and welcomes and encourages applications from Indigenous Peoples, people of colour, women, persons who live with disabilities, people from 2SLGBTQI+ communities, and people from diverse communities. When requested, the Township of Uxbridge will accommodate applicants throughout the recruitment and selection and/or assessment process, pursuant to the Ontario Human Rights Code. These commitments also apply to our Board and Committee recruitment and selection processes.

Personal information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act.