



Job Title **ICE RINK ATTENDANT/MAINTENANCE**

Department: **RECREATION**

Supervisor: **RECREATION DIRECTOR/MAINTENANCE DIRECTOR**
Seasonal (FLSA: Non-Exempt) – up to 20 hours per week
Minimum wage – or higher based on previous experience.

- This position is responsible for work in supervising the care of the public while recreating at the ice rink and performing light maintenance of the ice rink when needed. Work is performed under the direction of the Director of Recreation, as well as the Maintenance Director who is available for assistance in solving difficult maintenance problems, and acts as a liaison to the Director of Recreation.

TYPICAL DUTIES

- Public assistance – keeping patrons safe and accommodated during their time recreating at the ice rink.
- Enforcing facility rules and regulations.
- Maintain the facility by keeping snow and ice shoveled out paths of travel, ice rink entryway, and warming hut doors.
- General upkeep of the space, trash maintained in receptacles, and making sure the facility is open and closed on schedule – weather permitting.
- Reporting of any issues to administration regarding public concerns, or misuse of the facility where vandalism or inappropriate behavior is occurring/has occurred.
- Signing in/out skates for patrons. Sharpening skates is optional but will be trained on it if desired.
- Other actions as directed by the Director of Recreation, but not outside the scope of tasks required to keep the facility up and running.

REQUIRED SKILLS, KNOWLEDGE, AND ABILITIES

- Knowledge and recognition of an emergency resulting in the use of the space, not limited to minor injuries and including winter weather emergencies requiring EMS response.

- The ability to perform manual labor such as shoveling snow and chipping ice.
- The ability to skate on ice. (not required, but preferred)
- First Aid/CPR/AED certification is required. (provide a copy of your current certification with your application)

EXPERIENCE & TRAINING

- 16 years old or older; the minimum age qualification is 15 years old with a work permit.
- No degree necessary, and you must pass a background check.

PHYSICAL DEMANDS AND WORKING CONDITIONS

The physical demands described here are representative of those that must be met by an employee to perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions:

- Physical demands for this job may include frequent kneeling, crouching, visual supervision, talking, hearing, as well as the ability to lift, carry, push, and pull greater than 20 pounds. Specific vision abilities required by this job include being able to visibly see all patrons in the ice rink at any given time – this includes maintaining consistent use of prescription eyewear/contacts during your shift if necessary. While performing the duties of this job, the employee is required to maintain the ability to walk up and down stairs, open gates, operate light machinery such as a snow blower, and utilize light hand tools such as a shovel, scraper, broom, mop, etc.
- Dealing with winter weather conditions is at the forefront of this job. Be prepared to come to work dressed appropriately, and ready for working temperatures to be below freezing. (a warming hut is on site)

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. While performing the duties of this job, the employee will be subjected to a noise level in the work environment that varies from low to moderate.

PROTECTIVE EQUIPMENT PROVIDED

- Safety glasses/hearing protection.
- First Aid kit/AED on site.

Completed applications can be dropped off at the
Millinocket Town Office - ATTN: Recreation Director,
or sent via email to recdirector@eastmillinocket.org