



General Manager

Key Responsibilities

- Open and close the facility as weather dictates
- Monitor and manage rink to ensure safety and cleanliness of entire facility
- Operate and maintain rink equipment and ice, including operation of the motorized plow motorized, snowblower, handheld zamboni, walkway and stairway shoveling
- Handle all facets of customer service including admissions, rentals, and skate sharpening, answering questions, and ensuring safety of all participants
- Monitor and maintain snack bar
- Maintain weekly text message communication with the Skatium Board of Directors with updates and requests (ie to restock supplies and handoff cash)
- Regularly update social media and the Skatium website with open/close status

Requirements

- Available to work nights, weekends and holidays
- Physically capable of performing manual labor
- Demonstrate maturity in all customer interactions
- Demonstrate excellent organization, communication, and attention to detail
- Have a high sense of integrity and honesty (at least one character reference required)
- Competent with or able to learn social media, website updates, and point of sale system
- High school diploma or general education degree (GED)
- Six months to 1 year of related experience and/or training, or equivalent combination of education and experience.

Ideally you also

- Are detail oriented
- Are civic-minded
- Have prior ice rink, grounds keeping, and/or customer service experience

Hours and Compensation

- This is a part-time, seasonal position (December Holiday through March)
- Last season the Skatium was open Thursday - Sunday 3pm - 8pm, but these hours can shift as demand requires
- Hourly compensation is based on qualifications, ranging from \$25-\$30/hour