

Junior Recreation Attendants



The Opportunity:

The Town of Irricana is looking for **two** outgoing and enthusiastic youth (15 years plus), to work at the Irricana Recreation Centre throughout the summer months. Tasks may include opening and closing the facility, providing general information, set-up and take down of recreation equipment, supervision of area, light janitorial tasks and providing exceptional customer service.

These **two** Junior Recreation Attendants will work together to create opportunities for community engagement through recreation and leisure-based activities.

Reporting to the People and Community Department, you will be responsible for:

- Opening and closing the facility.
- Providing customer service and maintaining a safe and welcoming environment.
- Monitoring the flow of visitors in the facility; Basic data collection and reporting.
- Overseeing admission and cash-control for drop-in programs and services.
- Recreation facility support, including equipment set-up and take-down.
- Reporting injuries, equipment damage, and maintenance requirements.
- Posting schedules and marketing material

The Environment, Wages, and Benefits:

The Town offers a casual work environment where teamwork is paramount and work-life balance is the goal. It's the perfect place for a skilled individual to have autonomy over their work as we collectively deliver great public service for our community.

This Casual, Seasonal Position includes:

- Part-Time Employment from June 24th through August 31st, 2024
- Wage of \$15.00 per Hour
- Paid training the week of June 24th.
- A consistent, predictable schedule 12 Hours per week (per employee)
 - Monday 11:00 am-2:00 pm & 7:00 pm-8:00 pm
 - Wednesday 11:00 am-2:00 pm & 7:00 pm-8:00 pm
 - Saturday 10:00 am-2:00 pm

This is Union-Exempt Position

The Right Candidate:

- Completion of Grade 10.
- Previous knowledge of recreation and sport is an asset.
- Comfortable with cash handling.
- Hardworking, responsible, and enthusiastic.
- Strong interpersonal and communication skills, ability to communicate and interact with people of all ages.
- Ability to get to and from work as per your designated shift times.
- Exemplary customer service.
- Ability to lift over 20 pounds.
- CPR and First Aid is an asset.

Not a Perfect Fit? That's OK!

We're seeking a great teammate with a fantastic attitude, and willingness to learn.

Even if you don't meet all the qualifications, we strongly encourage you to apply by submitting a resume and cover letter (MS Word or PDF) to bswanson@irricana.com by **4:30pm on June 7th, 2024.**

We thank all applicants for their interest, only those selected for an interview will be contacted. Interviews could be conducted prior to the job closing date.