



Arena and Recreational Facility Supervisor

The Corporation of the City of North Bay is seeking an Arena and Recreational Facility Supervisor. Reporting to the Manager of Sports and Events, the Supervisor is responsible for the safe, efficient, and effective maintenance and day to day operations of Memorial Gardens and other recreational facilities while ensuring compliance to applicable legislation and corporate policies. Memorial Gardens plays host to an OHL team, multiple OUA teams, various national/international sporting events as well as concerts and live shows.

As Supervisor, you will monitor, plan, and provide leadership while effectively collaborating and communicating with other facilities and event resources to facilitate the successful delivery of daily programming and special events.

The successful applicant will be involved in work plan development, budgeting, capital plan development and implementation, as well as people development.

Selection Criteria:

- College certificate in a relevant technical field with a minimum three (3) years of supervisory experience in a related field and in a unionized environment or equivalent acceptable experience.
- Has successfully completed the following Ontario Recreation Facility Association (ORFA) courses or equivalent acceptable courses: Legal Awareness II and Safe Arena Refrigeration Plant Operator
- Hold a valid ORFA CIT designation
- Demonstrated ability in the operation and maintenance of mechanical, electrical and life safety and building systems
- Demonstrated understanding and ability to identify and correct unsafe conditions under the Occupational Health and Safety Act and all regulations applying to the work activity
- Excellent leadership, planning, organizational, interpersonal, communication, time management and problem solving skills
- Demonstrated supervisory, leadership and team-building skills
- Excellent oral and written communication skills; ability to establish effective working relationships in a team environment and excellent customer service skills
- Ability to work event nights, weekends and holidays as required

Considered Assets:

- Class "B" Refrigeration Certificate
- Valid ORFA CARPT designation
- Valid ORFA CBT designation

Qualified individuals interested in being considered for this position are requested to submit a covering letter and resume, in confidence, no later than **4:30 p.m., Friday, January 11th, 2019** to email,

staffing@cityofnorthbay.ca

While we appreciate the interest of all applicants, only those selected for an interview will be contacted.

An Equal Opportunity Employer