



RIDEAU CURLING CLUB

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STATEMENT OF WORK **HEAD ICE TECHNICIAN**

The Rideau Curling Club is a member-owned 5-sheet club with a long-standing history of delivering an exceptional member experience in a world class facility. There are over 500 members and has regular leagues that play 7 days per week both in the evening and during the day. The Club is open for bids for the Head Ice Technician. Our Head Ice Technician will provide the Rideau Curling Club with an all-inclusive ice maintenance service from beginning to end of the curling season the duties of which are listed below. Our season runs from the end of September to the end of April and the general manager will advise the Head Ice Technician the exact ice readiness date. This is a one-year contract that will run from July 1 to June 30 with an option to renew.

The Head Ice Technician reports to the club manager and is expected to foster a positive working relationship with the club's board members and friendly customer service to the club's members. The Head Ice Technician is responsible for providing the club with high quality, consistent and timely ice surface as scheduled for memberships, rentals and other ice events. The Head Ice Technician is also expected to perform general club maintenance related to the ice, as directed by the club manager.

Responsibilities of the Head Ice Technician

Ice Maintenance

- Monitor and record ice conditions and temperatures and safety concerns; liaise with the club manager to address ice temperature concerns,
- Notify the club manager immediately when changes occur that could adversely impact ice conditions,

- Pebble and nip ice prior to all draws and take score numbers down after each game,
- Scrape ice twice daily or more frequently during events,
- Keep and maintain all ice and related equipment in working order,
- Clean ice surface including rocks, rock beds, hacks, and non-playing areas daily,
- Provide stone maintenance,
- Manage the installation of ice during club startup as well as during club shutdown, including the following:
 - Floor cleaning and preparation, flooding, installation of houses/hog lines/lines/in-ice ads and rock prep as required,
 - During seasonal shutdown leading ice removal; pulling and storing curling rocks, storing ice making equipment, cleaning of shop and shop tools, preparing the rink for closure,
 - Clean ice maintenance room, walkways, walls and window areas around ice surface to prep for closure.

Day to Day Responsibilities

- Adhere to Rideau Curling Club policy, procedures, federal/provincial/municipal regulations, and health and safety procedures and regulations,
- Assist with general maintenance of the curling facility as directed by the general manager,
- Prepare the ice shed and vicinity ensuring the membership has a clean and safe club,
- Monitor and adjust the ice/shed control system when necessary,
- Secure and replace all equipment and tools as required,
- Inspect and maintain equipment and materials to ensure they are in proper/safe working condition,
- Maintain a logbook of all cleaning, maintenance and work done per shift,
- Keep records of the compressor room per TSSA requirements,
- Ensure all fire exit doors are accessible, operational and free of obstructions before and secured after every shift,
- Replace scoreboard numbers as required,
- Clean club brooms weekly,
- Forward recommendations for improvements or equipment needs to the Club Manager,
- Secure facility as required, turn off lights, locking entrance/exit doors upon leaving,
- Respond to emergencies day or night and in the off season.

Other Duties

- Hire, pay, train, schedule and mentor Ice Staff,
- Perform on site and remote troubleshooting related to the ice, facility and equipment, during the season and off season if/as needed,
- Provide advice and recommendations on general ice related questions,
- Any other duties assigned by the general manager.

Equipment

- Ice Mistress®
- Ice Boss®
- Jet Ice® water system
- Pebble cans
- Boot cleaner

Qualifications and Skills

- Minimum Ice Technician Certification Level 2
- WHMIS certification
- First Aid and CPR certification
- Experience in equipment inventory tracking and scheduled maintenance
- Experience in maintaining and repairing ice-making and maintaining equipment, such as scrapers and nippers
- Experience leading a team, setting schedules and overseeing work
- Ability to meet deadlines, adapt to changing priorities, and troubleshoot equipment issues and ice conditions
- Ability to implement the ice maintenance program with minimal direction
- Good planning and organizational skills
- Strong interpersonal and communication skills

Term

It is the intention of the Rideau Curling Club to establish a long-term relationship with a Head Ice Technician. This is a one-year contract that will run from July 1 to June 30 with an option to renew following a positive performance review.

How to Apply

In submitting your bid, please provide us with a quote based on approximately 900 draws as a base service.

You must also provide a list of your experience for current and past club(s) along with associated references.

Deadline for entry is April 30, 2022

Interviews to be held in May 2022

Contract to be awarded by June 1, 2022

Applications or questions about the position may be sent via email to manager@rideaucurlingclub.com.