

BEVERLY HEIGHTS
COMMUNITY
LEAGUE

ICE MAKER POSITION

Position Type: PT Seasonal, Casual Position
Season: November 2025 – February/March 2026
Hours: 5-25 hours/week
Hourly Rate: \$20

The Beverly Heights Community League has been serving the Beverly Heights and Rundle Heights areas since 1965. The Beverly Heights Community League encompasses the area east of 50th Street, south of 118th Avenue and bordered on the south and east by the river. We have over 3,000 homes and 6,500 residents in our community. Although we have many families new to the area we also have those who have lived in the area since we became a community! Beverly is a diverse, multigenerational community full of history set in a lovely mature parkland—a wonderful place to call home.

The Beverly Heights Community League is committed to providing an inclusive, equitable and accessible environment, where all employees and community league members feel valued, respected and supported. We welcome applications from all qualified candidates who can help us build a workforce that reflects the diversity of the community in which we live. Accommodations are available to all candidates identifying a need during all or any parts of the selection process.

Overview:

Under the direction of the Rink Director, the Ice Maker will ensure that floods of 2 outdoor rink surfaces are done on time with safety being a prime concern. Primary responsibilities include initial flooding of two outdoor rinks surfaces (one boarded and one snowbank), ice resurfacing, snow removal, light maintenance, and janitorial work. It is expected to take more hours to establish the ice surface, and fewer hours to maintain the ice.

The BHCL Ice Maker and Rink Attendant will be the primary contact for the BHCL Rink, located at 10906 40 St. NW. To many in the community, you will be the face of BHCL. As such, you pride yourself on a high degree of professionalism exhibited in your work and dealings with the variety of individuals and families who use the BHCL Rink.

Responsibilities:

- Establish and maintain both boarded and open ice surfaces during winter season.
- Ensure appropriate snow removal and sweeping is done for ice surfaces prior to skating times (with the support of the Rink Attendant).
- Ensure that all sidewalks and entrances to the rink building are kept clean and safe of all ice and snow.
- Regularly update the Rink Director and Communications Director on any closures or changes to hours due to inclement weather or poor ice conditions.
- Perform light maintenance on facility and ice maintenance equipment and advise Rink Director on any additional required maintenance.

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- Monitor the ice regularly, keeping appropriate notes / records or reports.
- Complete all log reports as required.
- Ensure rink and rink building facilities are locked and secured when not in use.
- All other duties as assigned

Qualifications:

- Outdoor ice-making experience is preferred.
- Ability to operate outdoor equipment would be considered an asset, including snow blower, tractor, and sweeper.
- Mechanical aptitude & all-around knowledge of mechanical equipment.
- Possess a positive work ethic and the ability to work with / communicate with Customers.
- Must work well independently, as well as with peers, patrons and Community League Board members.
- Must be able to follow directions, written and oral.
- Must have good organization skills and strong time management skills to prioritize projects and deadlines.
- Must be flexible with respect to shifts, ability to work days, evenings and weekends.
- Extended hours during the week and on weekends is required.
- Must be physically fit and able to lift and carry equipment (50 lbs) and other materials and push 10lbs (snow shovelling).
- First Aid certification an asset.
- Familiarity with the Beverly Heights neighbourhood, priority given to applicants living in the area.
- The successful candidate will be required to provide a Vulnerable Sector Security Clearance.

Please apply in confidence by submitting your resume and cover letter to:

Attention: Rink Director
Beverly Heights Community League
Email: rink@gbeverlyheights.ca.

The position will remain open until a suitable candidate is found.