



Leisure Attendant

Casual – Hours vary from 0 – 40 hour / week

Working: Sept-June (0-25 hrs/week; evenings and weekends, as required) & July & August (15-40 hrs/week; day, evenings, and weekends, as required) (shifts will vary)

\$18.03 - \$22.54 per hour

Come work with us!

At the City of Leduc, our mission is People. Building. Community. We offer a collaborative and dynamic workplace where our values of Teamwork, Service, Respect and Leadership guide our conduct and contribute to a healthy culture. If you would like to work as part of a progressive organization and enjoy a fast-paced environment, then this may be the opportunity for you.

What is the Opportunity?

We are currently recruiting for a casual Leisure Attendant for our program services department.

Reporting to the Leisure Services Supervisor, you will assist in leading and monitoring leisure programs and providing equipment sign-out services to members of the public. Leisure programs include monitoring or leading the many drop-in skate opportunities (i.e. Shiny, public skates, stick & pucks, etc.) on the ice surfaces and public drop-in sports activities in the Field Houses

What will you do?

- Monitoring patrons, spectators and participants of scheduled activities; by maintaining a safe and welcoming environment for everyone using our facility.
- Ensuring all ice patrons are wearing required safety equipment, following facility guidelines, and acting in a safe manner.
- Assist with tracking equipment inventory and providing any required maintenance or cleaning of leisure equipment.
- Offer superior customer service and leadership to internal and external patrons.
- Assist in maintaining drop-in records including incident reports, first aid reports, program feedback and daily attendance.
- Know and understand how to execute all emergency procedures, guidelines and information following training.
- Actively attend and participate in scheduled meetings, training sessions and special staff events.
- Other duties as assigned.

This position will also be required to go between worksites; therefore, as part of this position, the use of a personal vehicle is required in performing company business

What do you need to succeed?

You are the successful candidate for this position if you have the following:

- Minimum 16 years of age, or older.
- Proficient, competent skater.
- Own ice skates and CSA Certified hockey helmet
- A valid First Aid/CPR certificate.
- Possession of a valid Class 5 Driver's License
- Exceptionally self-motivated, punctual, enthusiastic and takes initiative without prompting.

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- Competitive salary.
- City of Leduc Employee and Family Assistance Program (EFAP).
- Annual City of Leduc recreation pass, including access to free drop-in programs.
- Free parking.

Successful candidate must be able to provide a clean Criminal Records Check – Vulnerable Sector, at own expense, as part of the hiring process.

If this sounds like you, we want to hear from you! To apply, please visit our website at:

www.leduc.ca/careers

Competition closes at 11:59 pm (MT) on March 18, 2025. This competition may be used to fill future vacancies at the same or lower classification level. Due to the high volume of resumes received, we are not able to respond to individual phone calls. We thank all applicants for their interest, however, only those selected for interviews will be contacted.