



Leisure Attendant

Casual – Hours vary from 0 – 40 hours / week

Must be able to work on Tuesday and Thursday afternoons/evenings starting at 03:45pm, with additional evening and weekend shifts as needed.

\$18.03 - \$22.54 per hour

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.

Come work with us?

At the City of Leduc, we create spaces where people connect, play, and belong. If you enjoy working with others and bringing positive energy to community programs, we'd love to have you on our team.

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. Shinny, public skates, stick & pucks, etc.) on the ice surfaces and public drop-in sports activities in the Field Houses

What will you do?

As a Leisure Attendant with the City of Leduc, you'll help create a safe, fun, and welcoming environment for everyone using our recreation facilities. Your key responsibilities will include:

- 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

Who you are?

You're an enthusiastic and reliable individual who enjoys working with people and creating positive experiences. You bring a strong work ethic, great communication skills, and a commitment to safety and teamwork. You have:

- 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.

What we Offer?

At the City of Leduc, we believe in taking care of our people. Here's what you can expect:

- Competitive hourly pay that recognizes your skills and dedication
- Employee and Family Assistance Program (EFAP) to support your mental health and work-life balance
- Free annual pass to all City of Leduc recreation facilities, including access to drop-in programs—perfect for staying active and having fun!
- Free parking and a welcoming workplace where teamwork and positivity thrive
- Opportunities to learn, grow, and shine while making a real impact in our community

Important Notes!

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

Ready to Join Us?

This is more than a job—it's a chance to make a real difference in the lives of our community members. If you're passionate about recreation, engaging with people, and creating fun, safe experiences, we'd love to hear from you!

Apply today by submitting your resume at: www.leduc.ca/careers

Competition closes at **11:59 PM (MT) on November 28, 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.