

BUILD A CITY. BUILD A FUTURE.



ARENA OPERATIONS MANAGER

*As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation. City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. **Build a City. Build a Future** at the City of Surrey.*

EMPLOYMENT STATUS

Exempt – Regular Full-Time

SCOPE

This manager position is an advanced level of professional work related to the complex and diverse operation and administration of recreation services and the development, coordination and implementation of community programs and partnerships designed to meet the needs of the community. Work at this level is characterized by the significant scope and depth of financial and supervisory responsibility within a diverse working environment and the high profile of community services responsibility.

RESPONSIBILITIES

This exciting management position will be responsible for:

- Developing long range plans and program frameworks in a functional area of the Recreation Services Division
- Overseeing facilities maintenance, ice plant operations, budget preparation, employee relations, presentations and fostering of partnerships
- Providing direction to a team of dedicated, unionized staff that are passionate about what they do
- Planning, developing, promoting and the evaluation and collaboration of programs and services that address the full range of diverse developmental needs and aspirations
- Managing risk and occupational health and safety issues
- Labour relations
- Establishing and maintaining professional relationships with various community agencies businesses and department managers within the City

QUALIFICATIONS

As the successful candidate you:

- Hold a diploma or degree in Recreation, Business Administration or a related field
- Have 5 years of related relevant work experience, with management experience; a combination of related education, training, and experience may be considered
- Experience in an arena environment is an asset
- Have the ability to work independently and are experienced in balancing needs within a diverse environment
- Possess related work experience in managing day to day operations of Recreation facilities (preferably arena operations)
- Bring a strong background in recreation management, preferably within a municipal setting
- Are someone who excels in a customer focused and entrepreneurial setting and can demonstrate this through your

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accomplishments

- Have a valid and unrestricted driver's license

OTHER INFORMATION

- Pay Grade: M2
- Annual Rate: \$108,999 - \$128,234
- Applicants under consideration will be required to consent to a Police Information Check.
- Successful applicants must provide proof of qualifications.

APPLY

If you are interested in this opportunity, please apply at <https://www.surrey.ca/careers>, Job ID 6825.

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