

**EXTERNAL JOB OPPORTUNITY**

**ONLINE APPLICATION**

<b>POSITION:</b>	<b>ARENA SKATE PATROL - STUDENT EMPLOYMENT LOTTERY</b>	<b>JOB POSTING #:</b>	<b>2023-0327</b>
<b>POSTING PERIOD:</b>	<b>Thursday, August 17, 2023 at 8:30 AM to Thursday, August 31, 2023 at 4:30 PM</b>		
<b>DEPARTMENT:</b>	Recreation & Culture	<b>UNION:</b>	Not Applicable.
<b>LOCATION:</b>	Various	<b>JOB CODE:</b>	NUA002
<b>POSITION STATUS:</b>	Non-Union Student Employment	<b>GRADE/CLASS:</b>	NUA
<b># OF POSITIONS:</b>	Varied	<b>RATE OF PAY:</b>	\$15.50 per hour
<b>POSITION #:</b>	Not Applicable.	<b>SHIFT WORK REQ'D:</b>	Yes
<b>HOURS OF WORK:</b>	Up to 25 hours per week.		

**DUTIES:**

Under the direction of the Manager, Arenas & Recreation Facilities or designate, the incumbent will perform duties at various community ice rink arenas. The Arena Skate Patrol incumbent will monitor behaviour of public skaters to ensure health and safety to others. Incumbent will be responsible to assist skaters as required. Incumbent will provide safe supervision on and off the ice as per the enforcement of the Public Skating Safety Rules/Regulations. Will be responsible to prepare incident reports as required. Performs Occupational Health and Safety duties as outlined in the Corporate Health and Safety program; other related duties as assigned.

**QUALIFICATIONS:**

- Must be a minimum of 16 years of age at time of application;
- Must be an accomplished ice skater;
- Must have completed a minimum of an accredited Ontario Secondary School Grade 10 education or Ontario Ministry of Education equivalency at time of application;
- Must be a full-time student attending an accredited Secondary School, University or Community College or Ontario Ministry of Education equivalent;
- Must be attending school on a full-time basis at the time of application. Full – time attendance as defined by educational institution;
- Must be returning to full-time attendance in September of 2023;
- To remain eligible, persons being hired will be required to submit proof of full-time attendance at the completion of each school semester;
- Must be legally entitled to work in Canada (Must provide last (4) four digits of Social Insurance Number (SIN) when completing the online application. The last (4) four digits of SIN is used to ensure one application per person in the lottery);
- Must be able to work with minimum supervision;
- Must have excellent customer service and public relations skills;
- Must be available and willing to work all shifts as assigned (Note: The public ice skating schedule may be year round including spring/summer months and shifts will include evenings/weekends);
- The physical demands analysis associated with this job indicates a light level of work;
- Previous work experience in a sport or cultural environment would be considered an asset;
- Previous experience working with children/youth would be considered an asset;
- Current valid Standard First Aid and CPR Basic Rescuer (Level C) certificate obtained from a first aide WSIA Reg. 1101 training provider recognized by the Workplace Safety and Insurance Board (WSIB) for the full period of employment considered an asset;

**CONTINUED...**

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**POSITION:** ARENA SKATE PATROL - JOB POSTING #: 2023-0327  
STUDENT EMPLOYMENT  
LOTTERY

**POSTING PERIOD:** Thursday, August 17, 2023 at 8:30 AM to Thursday, August 31, 2023  
at 4:30 PM

**QUALIFICATIONS CONTINUED:**

- Once hired, as a condition of employment, Arena Skate Patrol must provide at their own expense a uniform including an initial and replacement helmets as required and ice skates. The uniform must be worn in accordance with the standard issue worn by other employees.

**NOTE:** To keep the hiring for Arena Skate Patrol - Student Employment Lottery fair and equitable, the selection of persons to be considered for employment will be based on a lottery system. The lottery system is a secured computer program that randomly draws applications for order of consideration for employment.

The number of persons to be hired for the current year is yet to be determined. The Human Resources Department will contact eligible applicants starting at lottery ranking number (1) one and continue through the lottery ranking numbers in ascending order until all available positions have been filled by eligible applicants. The lower your lottery ranking number is, the greater your chances of being contacted for a Skate Patrol position. **Lottery Ranking Results** will be available on the [City of Windsor website](http://www.citywindsor.ca) approximately (2) two weeks from the application closing date.

**HOW TO APPLY:**

- To access, complete and submit your on-line application click [APPLY NOW](#).
- Absolutely **NO** paper copies of the application will be available or accepted.
- Internet access is available at your local library branch.
- For complete details regarding these positions, please visit our website at [www.citywindsor.ca](http://www.citywindsor.ca) and link onto "[Employment Opportunities](#)". The application itself is available through our [Arena Skate Patrol - Student Employment Lottery Page](#)

**NOTE:**

- **Only those applicants selected for an interview will be acknowledged.**
- We offer a smoke-free office environment.
- Personal information is collected under the authority of the Municipal Act, c. 25 as amended, and will be used to determine eligibility for employment.
- The Corporation of the City of Windsor is an Equal Opportunity Employer.

**In accordance with the Accessibility for Ontarians Act, 2005 and the Ontario Human Rights Code, the City of Windsor will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform the City of Windsor Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation**