



## City of Beaumont Supervisor, Beaumont Sport & Recreation Centre

Competition Number: 2019-04

Is Recreation your passion? Are you looking for a career that contributes to the health, well-being, and vibrancy of a community? Construction has begun on the renovation and expansion of the Beaumont Sport and Recreation Centre (BSRC), (previously Aqua-Fit Centre), and we're searching for a dynamic leader to manage the brand new facility.

Once complete the regional facility will offer the following amenities: NHL sized ice rink with seating and viewing areas; fieldhouse that can accommodate indoor soccer, lacrosse, and host events with seating; a gymnasium that can accommodate multi-court play; climbing-wall; running/walking track; concession, multi-purpose rooms, tuck shops; swimming pool and offices.

Reporting to the Manager, Recreation & Culture the Supervisor is responsible for supervising and delivering recreation programs, services and day-to-day facility operations.

### **Key areas of responsibility include:**

- Providing direction, coordination, coaching, mentoring and evaluation of the Centre's 60+ staff
- Ensuring the efficient operation of the facility and its' program and service offerings
- Supervision of all aspects of the daily operation and maintenance of the complex
- Interviewing, recruiting, training, and developing new team members
- Responding effectively and timely to resident and guest concerns
- Continually evaluating the programming, and implementation of services in the areas of aquatics, fitness, marketing and guest services
- Planning, developing, implementing and monitoring recreation services
- Maintaining partnerships and liaising with schools, clubs, stakeholders and special-interest groups
- Liaising with other service providers, related committees, and community partners
- Working closely with the City's Health & Safety Specialist to ensure the delivery of an effective Health & Safety Program and compliance with legislation
- Developing & maintaining approved operational budgets

### **As the ideal you will have the following:**

- A Bachelor's Degree in Recreation, Physical Education, Public Administration, Recreation Facilities Management, or related discipline
- A minimum of five (5) years related experience including a minimum of three (3) years at a supervisory level at a multipurpose facility
- Thorough knowledge and understanding of Recreational Program Registration and POS software systems
- Strong understanding, knowledge and experience to plan, organize, direct and coordinate staff to perform as a high functioning team
- The ability to work with a variety of clients in a multi-faceted, fast-paced work environment
- Exceptional motivational, team building, and people management skills to provide leadership to the team
- Outstanding communication skills and sound judgement
- Excellent interpersonal and customer service oriented skills, with the ability to negotiate, influence and liaise with stakeholders, both internally and externally.
- Broad knowledge of risk management and occupational health and safety practices related to the operation of a recreational facility
- A clear Criminal Record Check with Vulnerable Sector
- Current Standard First Aid/CPR/AED Certificate or equivalent (including CPR C)

This permanent full-time position offers a salary range of \$77,860 - \$101,589 (starting salary is negotiable within this range based on suitable experience and qualifications), a competitive benefits package, opportunities for personal and professional growth, and a 35-hour work week.

If you think you are the one we are searching for, please email your cover letter and resume, indicating the competition number (2019-04) in the subject line, to [careers@beaumont.ab.ca](mailto:careers@beaumont.ab.ca) by **February 10, 2019**.

We thank all applicants for their interest. Only those selected for an interview will be contacted.