

The Halifax Curling Club is currently looking for a friendly and motivated part-time **Recreation Facility Monitor / Bartender** to join our community facility.

The Halifax Curling Club is offering opportunities for community members to play indoor pickleball in the ice shed from mid-May to mid-August. The Club requires a monitor to supervise and operate pickleball-related activities, on-court and off-court.

There are a variety of shifts available, as the club will be open 7 days a week, with hours varying between 9:00 am and 9:30 pm. Evening shifts will include light bartending.

The Halifax Curling Club is a welcoming facility that supports a diverse and active community through social, sport and leisure activities. We are open to all ages and abilities. The Halifax Curling Club is the oldest active curling club in Canada, founded in 1824. Our core values are:

- to provide a great place to curl and have fun,
- to offer a great experience for our guests on every visit, and
- to offer our staff a great place to work

Positions open immediately.

Please email your resume and cover letter to [kate@halifaxcurl.com](mailto:kate@halifaxcurl.com)

See attached position description.

For more information, email the address above.

## Position Description

The Monitor will perform a variety of duties related to the day-to-day operation of pickleball sessions at the Curling Club's facility, including drop-in play and private bookings. The Monitor will ensure that the Club's pickleball-related activities are safe and enjoyable for participants and spectators. Some shifts may involve serving simple drinks such as draft beer, wine, and soft drinks in the club lounge.

## Responsibilities

### General

- Opening and closing the facility for daily pickleball drop-in sessions and private bookings
- General light cleaning of public areas (lounges and entryway)
- Overseeing operation of the bar, serving snack food and beverages
- Clerical duties as required, e.g., preparation of forms, documents
- Providing information to individuals and groups regarding program offerings and coordination of services.
- Responding in person, by email, and phone to questions from the public

### Pickleball Related

- Setting up and cleaning up pickleball courts
- Monitoring pickleball games (drop-in or private rentals)
- Collecting payments for daily sessions, selling multi-day passes, tracking drop-in attendance.
- Maintaining daily record of participants
- Distributing and collecting equipment; inventorying equipment as required
- Maintaining and inspecting equipment
- Other duties as assigned

### Bar Related

- Serving beverages and snacks
- Collecting payments
- Cleaning work area, glassware as required

## Working Conditions

Work hours will be irregular: shifts will include afternoon and evenings, weekdays, weekends, and some holiday hours.

**Physical Demands:**

- Work includes
  - monitoring various pickleball courts and the bar
  - occasionally changing 20 L draft kegs
  - moderate lifting up to 30 pounds
  - carrying, standing and/or sitting for long periods of time
  - bending, stooping, and reaching
- Actively participating and providing basic game instruction in recreational pickleball

**Supervision Received:**

- This position generally works alone.
- Receives direction from the Halifax Curling Club Manager and/or Board member.
- May receive instruction and guidance from other Club Volunteer Team Leads.

**Qualifications**

- Must be 19 years of age or older
- Bartending/Serving experience preferred
- Proficient with Microsoft Word / email
- Ability to play / knowledge to instruct pickleball or other racquet sport considered an asset
- Responsible Beverage certification (It's Good Business or equivalent) or willingness to acquire
- First Aid/CPR current certificate or willingness to acquire
- General knowledge of pickleball considered an asset

**Competencies**

- Work with limited supervision
- Ability to assist with planning, organizing, leading and monitoring the activities of others
- Communicate effectively, both verbally and in writing
- Work cooperatively in a volunteer team environment
- Develop and maintain effective working relationships with the general public.
- Ability to make sound judgments

**Hours of Work**

We are open 7 days a week, with shifts between 9:00am and 9:30 pm. Evenings may run longer for private bookings and special events.

Total estimated hours per week: Up to 60 hours available

**Remuneration**

Pay will be based on experience