



Youth League Facilitator

Job Summary

The Youth Leagues Evaluator is responsible for ensuring that all aspects of timekeeping, reporting, and liaising with the facilitator during games held as part of the Ottawa Senators Spring and Summer Youth League are executed properly at the Bell Sensplex (Ottawa West) and/or Richcraft Sensplex (Ottawa East). The Evaluator will communicate efficiently between registration desk staff and on-ice facilitators, while ensuring the safety and enjoyment of all participants.

Main Responsibilities

Ongoing

- Working Time Clock (ensuring that game times, and score is accurately displayed on the clock at all times)
- Keeping NEAT and ACCURATE game sheets
- Ensuring that the correct number of players are on the game sheet, and that game sheet is fully filled out BEFORE the game starts
- Play music (themed when possible)
- Announce commercials throughout games as directed
- THOUGHTFUL selection of player of the game awards
- Clean-up of penalty box (leave cleaner than you found it and dispose of all waste)
- Help maintain the cleanliness of facility at all times
- Other duties as requested by the Programs Manager or Coordinator

Health & Safety Responsibilities and Accountabilities

Responsible for ensuring that all areas covered by Occupational Health & Safety Act ("OHSA") are adhered to, specifically:

- Working in compliance with the provisions of the OHSA, regulations and internal policies and procedures
- Using or wearing protective equipment, devices or clothing when required
- Reporting any missing or defective equipment or protective device which could endanger himself or herself or another team member
- Reporting any contravention of the OHSA, regulations or Senators Sports & Entertainment policies and procedures

Training

Responsible for completing on-line training modules including, but not limited to:

- Accessibility for Ontarians with Disability (AODA)
- AODA, the Integrated Accessibility Standard
- Back & Lifting Safety Training
- Ontario Supervisor Health & Safety Awareness
- Ontario Worker Health & Safety Awareness
- Workplace Hazardous Materials Information System
- Violence and Harassment in the Workplace

May also be required to attend on-site training sessions as scheduled (eg. customer service).

Job Requirements

- Able to work flexible hours (evenings, nights, weekends, holidays)
- Familiarity with the rules of hockey and strong skating background (experience as a player, coach, or referee in organized minor hockey an asset)
- Experience working with children
- Strong customer service skills
- Excellent communication skills (oral)
- Ability to work under pressure and adapt to ever-changing environments
- Strong work ethic
- Referee certified is an asset



- Bilingualism is an asset
- Team player
- Responsible and dependable

To apply, please submit your resume to employment@sensplex.ca.
Please reference **Youth League Evaluator** and **location** you are applying for in the subject line.