

Part-Time Rink Attendant

Pingree School is a dynamic and aspirational, independent, all-gender day school on the North Shore of Boston, located on a beautiful 100-acre campus in South Hamilton, where approximately 385 students in grades 9 through 12 solve problems, build community, and learn how to learn. Pingree empowers every community member to pursue knowledge with courage and imagination, thrive in joy and challenge, and create a more just and equitable world.

Pingree is looking to hire experienced and enthusiastic individuals for the role of Rink Attendant in the school's hockey rink. This is an hourly, part-time, non-exempt position that reports to the Director of Facilities. This role will work closely with the facilities and athletics departments to assist with rink operations as they relate to the needs of the school and rental groups.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Responsible for maintaining a quality ice sheet during events in a punctual manner
- Responsible for opening and closing the rink on time and according to schedule
- Perform housekeeping and light janitorial duties, including but not limited to keeping area around ice sheet and locker rooms clean and orderly
- Work with a diverse population of students, faculty, staff, families and rental groups
- Develop a thorough knowledge and understanding of the ice rink including schedule, prices, procedures, and programs offered
- Operate Ice Resurfacer and other equipment in a careful and safe manner
- Support all safety rules and be aware of patrons at all times to maintain a safe experience
- Works also as Skate Room Attendant, Skate Guard, or Cashier as assigned by the Director of Facilities or Rink Manager
- All other duties as assigned by supervisors or management

Qualifications:

- Must be able to accurately and carefully operate an Ice Resurfacing machine in order to maintain a quality ice under all conditions
- Must have a thorough knowledge of Ice Rink operations including resurfacing, light maintenance, and housekeeping

- Must have a knowledge of Ice Rink events including hockey and figure skating
- Must be able to pass background check in order to work with a student population
- Must be able to keep accurate records including Ice Log and Air Quality Tests
- Must be punctual and organized, must be able to follow procedures
- Must have the ability to work without supervision and handle time sensitive, stressful situations in a calm manner
- Experience with cash register and cash handling a plus
- Skating experience a plus
- Ability to work night and weekend shifts
- Ability to lift 30+ pounds

To apply for the rink attendant position, please send a cover letter and resume, along with contact information for two professional references to Laura Ogden, Director of Human Resources, at logden@pingree.org.

Pingree School is proud to be an equal opportunity employer. Pingree does not discriminate against applicants or employees on the basis of race, sex, pregnancy or pregnancy-related condition, color, religion, national origin, age, ancestry, sexual orientation, disability, gender identity or expression, veteran or active military status, natural or protective hairstyle, genetics or any other category protected by state, federal or local law.