

The City of Flin Flon requires energetic, motivated and responsible individuals for the following seasonal positions.

**Parks Supervisor:** Reporting directly to the Director of Recreation, the purpose of this position is to provide general direction, organization, monitoring, and supervision to the City of Flin Flon Parks operations; Follow and promote the City of Flin Flon Safety and Health Program, perform a variety of technical tasks relative to facility and park maintenance; oversee and execute the maintenance and improvement of the parks/green spaces, sports fields and related facilities. This job is physically demanding and requires working outdoors in all weather conditions. The applicant must be able to stand/kneel for extended periods of time, lift and carry heavy objects, and do repetitive tasks.

*Class 5 Drivers Licence and Grade 12 diploma or equivalent is mandatory.*

*Considerable skill in the proper and safe operation of a variety of hand and power tools, including riding and hand mowers, chain saw, weed eaters, power saws, light duty trucks and other equipment related to the work.*

*Supervision as required of variously scheduled sports, recreation, tournaments, and special event activities within the City of Flin Flon. These activities may fall outside of regularly scheduled work hours.*

*Coordinate after hour emergencies in the Parks and Recreation Department. Any other duties as assigned.*

**Parks Labourers:** Reporting directly to the Parks Supervisor, the Parks Seasonal Labourer will have strong communication skills, specifically the ability to convey information effectively and active listening skills, specifically taking directions and putting them into action.

*This job is physically demanding and requires working outdoors in all weather conditions. The applicant must be able to stand/kneel for extended periods of time, lift and carry heavy objects, and do repetitive tasks. Responsible and accountable for general maintenance, cleanup duties and safety checks associated with various City owned lands and facilities.*

**Tourist Park Supervisor:** Reporting directly to the Director of Recreation, the Tourist Park Supervisor will oversee the day to day operations of the Tourist Park, Campground and Rotary Wheel. Must have customer service management experience with a strong focus on customer satisfaction. Specific knowledge of campground operations and experience supervising staff is an asset. This position will provide direction, organization, monitoring and supervision of tourist park attendants and labourers.

*This job can be physically demanding and may require working outdoors in all weather conditions. The applicant must be able to stand/kneel for extended periods of time, lift and carry heavy objects, and do repetitive tasks.*

**Tourist Park Attendant:** Reporting directly to the Tourist Park Supervisor, the Tourist Park Attendant will assist in the day to day operations of the Tourist Park facility including the Rotary Wheel. Cleaning, maintaining the grounds, facilities and equipment, creating a pleasant environment for the guests. Campground Attendants will maintain a friendly, courteous manner with guests while focusing on the day-to-day maintenance, operations, compliance and administrative needs of the tourist park area.

*This job can be physically demanding and may require working outdoors in all weather conditions. The applicant must be able to stand/kneel for extended periods of time, lift and carry heavy objects, and do repetitive tasks.*

**Summer in the Parks Supervisor:** Reporting directly to the Recreation Programmer and/or the Director of Recreation, this is work involving a wide range of planning, promoting, and implementing a safe and fun summer

program for children. This position will oversee, direct and control the day to day operations of the Summer in the Parks Program, and its employees.

**Summer in the Parks Attendants:** Reporting directly to the Summer in the Parks Supervisor, this position will be assisting with arts activities, interacting with the children, planning activities including sports and games, as well as helping with daily site set-up and take-down, disinfecting toys, supervising daily activities, working independently and with a team and generally keeping everything in good order. This is a physically active job and we need everyone to work together.

**Petting Zoo Supervisor:** Reporting directly to the Recreation Programmer and/or the Director of Recreation, this work involves overseeing the day to day operations and administration of the Petting Zoo Facility, including supervision of staff. Must have experience working with animals.

This job can be physically demanding and may require working outdoors in all weather conditions. The applicant must be able to stand/kneel for extended periods of time, lift and carry heavy objects, and do repetitive tasks.

**Petting Zoo Attendants:** Reporting directly to the Petting Zoo Supervisor, the Petting Zoo Attendants will provide care to various livestock and assist with daily barn operations. Perform housekeeping and basic grounds keeping duties. Responsible for the safety and wellbeing of animals and users at all times.

This job can be physically demanding and may require working outdoors in all weather conditions. The applicant must be able to stand/kneel for extended periods of time, lift and carry heavy objects, and do repetitive tasks.

- First Aid, CPR, Class 5 Drivers License and experience in any of the related fields will be an asset.
- Must be willing to work flexible hours including evenings and weekends.
- Youth under the age of 16 will be required to take the Young Worker Readiness Certificate Course prior to commencing work. It can be found at <https://ywrcc.safemanitoba.com/>
- All successful applicants must attend Safety Orientation prior to commencing work.
- Due to the volume of applications, only those selected for further consideration will be contacted.
- Apply with resume and application to City Hall no later than 12 pm on March 26, 2021
- Application forms are available on the website at [www.cityofflinflon.ca](http://www.cityofflinflon.ca)
- Any person that feels they are qualified for these positions may apply.

For more information on the positions or requirements please call or email below.

204-681-7502 or [nhartman@flinflon.ca](mailto:nhartman@flinflon.ca)

Submit Resumes to:  
Nicole Hartman  
Director of Recreation  
The City of Flin Flon  
20 First Ave  
Flin Flon, MB R8A 0T7

