

**ICE MAKER**  
**RESPONSABLE DE LA GLACE**

**1. PURPOSE / OBJET**

To maintain the Kapuskasing Curling Club's ice during its six-month curling season as defined annually by the club's Board of Directors.

**2. FUNCTIONS & DUTIES / FONCTIONS & TÂCHES**

- 2.1 Ensure that all materials necessary to commence the installation and maintenance of ice for the new season are on site prior to October of each year.
- 2.2 With the help of club volunteers, install the ice for the new season during the three first weeks of October.
- 2.3 Maintain the ice throughout the curling season by monitoring conditions daily in the ice shed (heat, humidity, ice temperature and sump pumping) and by having the necessary adjustments/repairs made.
- 2.4 Prepare the ice (shaving, nipping & pebbling) prior to each game (league, bonspiel and rental).
- 2.5 Ensure that, in the case of his/her absence, a trained replacement takes over ice making responsibilities (at the ice maker's expense).
- 2.6 In April, with the help of club volunteers, remove the ice at the end of the curling season and clean and store all ice related equipment and material. Also, ensure that the header trench is cleaned.
- 2.7 Follow a certified ice maker's course, at the club's expense, within two years of assuming the job.

**3. SUPERVISORY RESPONSIBILITIES / RESPONSABILITÉS DE SUPERVISION**

- 3.1 KCC volunteers
- 3.2 Ice maker's replacement

**4. KEY CONTACTS / PRINCIPALES LIAISONS**

- 4.1 KCC's Ice and Building Director
- 4.2 KCC's President
- 4.3 Town of Kapuskasing's Recreation Director
- 4.4 Trak International's Engineer

**5. TIME COMMITMENT / HEURES IMPLIQUÉES**

As required

**6. PAY & CONDITIONS OF EMPLOYMENT / RÉMUNÉRATION & CONDITIONS DE L'EMPLOI**

- 6.1 Salary- \$1,300.00 per month plus 6% vacation pay with associated government deductions from October to March and \$300.00 in April plus 6% vacation pay.
- 6.2 Season-
  - 6.2.1 Ice installation to be completed by the end of the 3<sup>rd</sup> week in October.
  - 6.2.2 Ice removal, cleaning & storage of equipment to be completed by the end of April.
  - 6.2.3 Preparation for the next season (materials & equipment ordering and repair) to be completed by the end of September.

6.3 Vacation and Statutory Holiday-

6.3.1 Two weeks corresponding to the school Christmas break.

6.3.2 Family Day Monday in February.

6.3.3 One week corresponding to the school March break.

*Note: The ice maker must assure daily monitoring of conditions in the ice shed during these periods by enlisting the help of volunteers.*

6.4 Other revenue generating possibilities-

6.4.1 Option of running own curling equipment sales business out of the Kap Curling Club lounge.

6.4.2 Option of acting as the paid instructor for the Kap Curling Club's Elementary School Curling Program.