



WALDEN CROSS COUNTRY FITNESS CLUB

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JOB POSTING

September, 2017

Manager - Walden Cross Country Fitness Club

An operations manager is being sought to work at the Walden Cross Country Fitness Club Chalet during the 2017-2018 ski season.

The ability to effectively manage a large multi-faceted ski club is the key to this position. The applicant should possess skills and qualities as listed below :

- Good oral and written communication skills (bilingualism is considered an asset)
- Computer skills (e.g. Word, Gmail, Excel etc)
- Cash and debit transaction abilities
- Ability to manage the Chalet office, its equipment and the physical facilities
- Familiarity with WCCFC trail system
- Cross country ski experience a definite asset
- Knowledge of waxing and ski rental fittings
- Experience supervising staff
- Ski programming experience

Duties begin in the fall with some hours on season opening tasks. During the ski season – hours are flexible.

The successful applicant must be outgoing, pleasant, independent and able to work well with the public. He/she must also be highly reliable and possess strong organizational skills.

The Manager will report to the President of the Walden Cross Country Fitness Club and the Board of Directors.

Interested applicants can e-mail a resume to info@waldenxc.ca, with a cover letter detailing your suitability for the position. Deadline for applications is October 18 at midnight. We welcome all applicants, however, only those candidates selected for an interview will be contacted.
