



**JOB POSTING
ARENA MANAGER
FULL TIME TERM POSITION
A'NOWARA'KO:WA ARENA
DEPARTMENT OF ECONOMIC DEVELOPMENT**

SALARY LEVEL: MG07 ST2 \$63,766.14

SUMMARY OF RESPONSIBILITIES:

Under the immediate supervision of the Economic Development Director, the Arena Manager is responsible for the management, daily operations and marketing of the A'nowara'ko:wa Arena, which include coordinating, developing, planning and promoting. This position requires the incumbent's ability to work flexible hours and during weekends when necessary.

QUALIFICATIONS:

- Completion of college or university program in business management or in a discipline related to facility operation with three (3) years' experience **OR**
- An equivalent combination of education/training and five (5) years' experience in business or related field.

All interested applicants must submit a letter of interest, resume, and copies of all certificates/diplomas along with three references submitted on a consent to release reference check form (contact Human Resources) **no later than 5:00 pm on Thursday, March 12, 2020 to:**

**Michelle Ransom, A/HR Staffing Officer
Administration Building # 1
Akwesasne, Quebec
H0M 1A0
(613) 575-2250, ext. 2140
E-mail: michelle.ransom.hr@akwesasne.ca**

- Applicants must clearly outline that they meet the qualification requirements on their resume.
- Native preference in hiring.
- As a requirement of employment all applicants must have a Canadian Social Insurance Number.
- A satisfactory criminal record check is mandatory prior to the start of employment.
- An eligibility list will be created for one year.
- **Only those selected for further screening or an interview will be contacted.**