

POSITION:	SUMMIT LAKE SKI AREA: INSIDE OPERATIONS MANAGER
REPORTS TO:	Chief of Operations
DUTIES:	<ul style="list-style-type: none"> • Ensure compliance of inside operations with government and industry protocols • Responsible for inside staff, sales, and facility (rentals, kitchen, cleaning) • Manage bookings for private lessons and support School Program Coordinator on lesson days • Updates social media, phone messages, and answers emails • Ensure staff for sales and rentals are scheduled and following work protocols • Compile sales data for submission to Chief of Operations • Maintain safety, functionality, and cleanliness of inside facilities
QUALIFICATIONS/ REQUIREMENTS:	<ul style="list-style-type: none"> • Ski tech experience and qualifications preferred • Management experience • Fit and able to do rental and cleaning tasks • Comfortable using computers for social media updates, communication and online lesson bookings • Comfortable supporting a variety of point-of-sale options
WAGE:	Minimum wage x 1.25
JOB LOCATION:	Summit Lake Ski Area
TERM OF POSITION:	Full time: Wednesday – Sunday; Mid-December to Mid-March