

Castlegar Nordic Ski Club

Nordic Ski Trail Grooming Equipment Operator

General Description:

The Castlegar Nordic Ski Club (CNSC) maintains approximately 65 kilometers of Nordic ski trails at the Paulson Cross Country Ski Trails Recreation Site, located 32 km. west of Castlegar on Highway 3, within the Paulson Recreation area. Reporting to the Nordic Ski Trail Grooming Team Leader, this position is responsible for trail grooming and track-setting, operating snowmobiles with a variety of towed implements, cutting debris that falls on the trails and conducting necessary equipment maintenance. Grooming and track-setting are generally done from mid-November to late-March.

Duties:

1. Conduct trail grooming and track-setting, operating snowmobiles towing a variety of implements.
2. Maintain the core trail network in accordance with the Club's Trail Grooming Strategy and as directed by the Nordic Ski Trail Grooming Team Leader. This will generally involve removing obstructions, packing fresh snow, and setting ski tracks and skate lanes 6 days each week, as scheduled, or as weather permits and requires.
3. Maintain snowmobiles and other equipment (including refueling, ensuring regular tune-ups, oil & lubrication schedules, assist booking service and repairs at an authorized dealer, and transporting machines) as required.
4. Assist with bulk fuel deliveries to the ski trails and safe handling and storage of fuel.
5. Inspect and clear snow off safety stations (rescue toboggans and survival/first aid kits) as required.
6. Maintain trail signage, including placing trail warning signs at steep, hazardous or challenging locations. Close and post trails where a major hazard cannot be removed immediately.
7. Promptly report any observed injuries, close calls, or other safety-related incidents or hazards affecting Club workers or skiers to the Grooming Coordinator. Provide emergency assistance where required. Promptly complete a Club Incident/Hazard Report form in the above situations.
8. Show up on-time for shifts with all appropriate work gear. Monitor the grooming shift schedule and find a replacement to cover any shifts which you are not able to attend in advance.
9. Provide a bi-weekly summary of hours worked to the Grooming Coordinator and the Club Treasurer in charge of employee payroll.
9. Weekly, or as required in consultation with the Youth Skier Development Program Coordinator or Head Coach, groom, pack, and/or track the stadium ski training area, designated trails, terrain park, and toboggan hill (prior to Saturday morning training sessions and events).
10. As required, complete the following additional activities:
 - Service shelters and outhouses: remove snow at entrances, stock firewood and kindling; maintain core supplies (toilet paper, matches, garbage removal, etc.).
 - Boot-track snowshoe trails.
 - Participate in pre-season safety and equipment-use training.
 - Conduct pre-season preparation and post-season deactivation activities.

Qualifications / Requirements:

1. Experience and competency in operating snowmobiles in a variety of snow, weather, and terrain conditions.
2. Physically fit, with ability to lift and move moderate loads and operate snowmobiles and other equipment for extended periods in exposed cold or wet conditions.
3. Availability and commitment to work early days and when needed based on snowfall events, (including weekdays, weekends and around Christmas/New Year's days as required) until completion of work season (final date will be set in March).
4. Class 5 driver's licence and possession of a vehicle suitable for winter transportation, willing to carpool with other employees. Vehicle ability for towing with a trailer an asset.

Hiring Preferences:

Preference in hiring is given to persons who possess the following additional attributes:

- Active cross-country skier
- Experience in ski trail grooming / track-setting
- Formal safety training related to the operation of snowmobiles, chainsaws, and ATVs
- Resourceful, self-starting, accepting responsibility for new tasks and duties
- Positive interpersonal / people skills; ability to deal courteously with the general public
- First Aid certificate

Employment Terms and Remuneration:

- The CNSC Administrator is a seasonal, part-time position, working 12-16 days per month with an average of 6-8 hours per day.
- Compensation is \$27.70–\$29.75 per hour, based on experience, qualifications, and performance, plus an additional amount in lieu of vacation pay.
- Standard payroll deductions apply. Employees are covered by WorkSafeBC and the Club's general liability insurance.
- Regular travel time to and from the Paulson Cross Country Ski Trails for regular shifts will be compensated under the assumption of one-hour's pay. Additional travel time and vehicle costs while on pre-approved Club business or for non-scheduled or urgent callouts, will be reimbursed.
- Program expenses, where approved by the Club's Executive and supported by receipts, will be reimbursed.
- A free family season membership/ski pass is provided.