

# On Ice Officials

Department: On-site event

Reports To: ATD and / or Event manager

Grade/Level: Service Assistant

Work Schedule: Varies – (weekends)

Amount of Travel Required: No travel required for local events

## POSITION SUMMARY

On Ice Officials (OIO) are qualified independent contractors who agree to a game schedule prior to the event and officiate those games accordingly. Follows proper confidentiality and safety procedures and standards.

## DAILY RESPONSIBILITIES

Arrive at the arena 20-30 minute prior to each assigned game and conducting themselves in and around the arena in a professional manner.

## POSITION REQUIREMENTS

Competency Statement(s)

Communication - Articulates information in a way that can be easily understood by coaches and players. Actively listens to fellow employees, coaches, and managers.

Customer Service - Exhibits a professional demeanor toward others. Unselfishly serves others and assists others in a prompt and effective manner while following USA Hockey procedures.

Ability to identify problems, find solutions and make sound decisions that reflect Big Bear's Code of Ethics.

Accepts responsibility for his/her choices and decisions.

Team Player - Cooperates well with a variety of personalities and individuals and participates in a professional manner to accomplish the business goal.

Willingness to perform tasks assigned by supervisors and to assist others as needed.

Flexibility - Adjusts positively to change in direction or assignment. Ability to do more than one task during a work shift.

Willingness and ability to comply with new programs, methods, practices, and procedures.

Record of Satisfactory Job Performance – Demonstrates satisfactory job performance as indicated on the most recent review through positive demonstration of Big Bear's Success Behaviors and by a file free from counseling notices related to job performance.

Experience: Knowledge of general hockey event procedures, customer service, employee relations, or comparable experience

Certificates and Licenses

USA Hockey referee certification on or before USA Hockey officiating deadline each season.

Other Skills and Abilities Good communication skills

**ABILITIES AND TALENTS RECOMMENDED FOR JOB SUCCESS**

Education: High School Diploma

Knowledge of the organizational aspects of the sport of hockey and / or other sports background

Other Skills and Abilities: Proficiency in foreign language (optional)

Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

The company has reviewed this job description to ensure that essential functions and basic duties have been included. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate.