

**CITY OF SHAKER HEIGHTS**  
**Position Vacancy Announcement**  
**FOR IMMEDIATE POSTING**  
**August 28, 2017**

**Job Title:** Learn to Skate Instructor (seasonal, part-time); minimum age 16  
**Department:** Recreation  
**Hourly Rate:** Dependent on Qualifications  
**Hours of Work:** 1 to 5 hours per week; Tuesday, Thursday, Friday & Saturday (varies)

**GENERAL DEFINITION AND CONDITIONS OF WORK:**

The Learn to Skate Instructor provides professional skating instruction and customer service at Thornton Park Ice Arena and assists the Learn to Skate Coordinator, as needed.

**ESSENTIAL FUNCTIONS/TYPICAL TASKS:**

To include, but not limited to:

- Provide professional skating instruction according to Learn to Skate USA and United States Figure Skating (USFS) standards.
- Assist and/or lead group lessons.
- Provide excellent customer service to all Thornton Park patrons.
- Present a positive image and conduct oneself in a professional manner as a representative of Thornton Park Ice Arena and Shaker Heights Recreation Department.
- Provide a safe and fun environment for all skaters.
- Report for scheduled shift fifteen (15) minutes prior to start time in appropriate attire and obtain approval from Learn to Skate Coordinator for schedule changes/requests of time off.
- Participate in staff meetings, orientations, and/or training sessions as required.
- Evening and weekend work required.

**KNOWLEDGE, SKILLS AND ABILITIES:**

- Be committed to working with children from a variety of backgrounds, skills levels, and ages.
- Establish and maintain standards of behavior and communicate effectively with skaters/parents/coworkers.
- Ability to teach fundamental skating skills to children ranging in ages 3-18 years old as well as adults.
- Ability to effectively break down, explain and demonstrate skills to participants.

**EDUCATION & EXPERIENCE:**

- Previous professional skating instruction experience.
- Knowledge of basic skating, hockey and figure skating.
- Passed USFS Pre-Juvenile Moves and Freestyle.

**PHYSICAL REQUIREMENTS:**

This is light work frequently requiring the ability to stand for periods of up to 2-3 hours, lift approximately 20 pounds, kneel down and assist children who have fallen down on the ice.

**The City of Shaker Heights does not hire individuals who use or test positive for tobacco or nicotine products.**

*Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.*

PLEASE FILE CITY APPLICATION AND/OR RESUME WITH CITY OF SHAKER HEIGHTS HUMAN RESOURCES DEPARTMENT, 3400 LEE ROAD, SHAKER HEIGHTS, OHIO 44120 OR E-MAIL TO [human.resources@shakeronline.com](mailto:human.resources@shakeronline.com)  
EOE