



Job Posting

Castlegar & District Community Complex
Castlegar, BC

OPERATIONS SUPERVISOR

Full-Time—Term

Internal

Under the general supervision of the Facility Manager, the Operations Supervisor provides effective leadership for the facility maintenance and operations of the facilities under the jurisdiction of the Castlegar & District Recreation Department (CDRD).

This role requires considerable knowledge of best practices and operations of Recreation Facility Management and will work to ensure facility activities are carried out according to policies, standards and regulations in order to optimize operational effectiveness.

REQUIRED TRAINING & CERTIFICATIONS:

- Diploma in an applicable discipline such as Facility Management, Construction Management, Site Supervision or Project Management, or an acceptable equivalent combination of education and experience
- Minimum of three years' experience directly related to arena and pool operations PLUS a minimum of two years' experience in a supervisory role
- Refrigeration Operator Certificate
- Transportation of Dangerous Goods (TDG) Certification
- Current Workplace Hazardous Materials Information System (WHMIS) Certification
- Arena Ice Makers Course OR willingness and ability to obtain within one year of hire
- Pool Operation Level 2 Certificate of Competency or equivalent
- Level 2 Parks and Sports Fields Certificate would be considered an asset
- Building Service Worker or Custodial Course would be considered an asset
- Valid B.C. Driver's License and safe driving record
- Standard First Aid and CPR

REQUIRED KNOWLEDGE, SKILLS & ABILITIES:

- Demonstrated ability to lead, motivate, coach, and support a team.
- Strong planning, budgeting, organizational, and prioritization skills.
- Strong commitment to health, safety, and regulatory requirements in facility operations.
- Knowledge of facility systems, infrastructure, equipment, and maintenance, including HVAC, plumbing, janitorial, parks/grounds, and irrigation systems.
- Knowledge of aquatic water treatment, refrigeration plant operations, and artificial ice maintenance.
- Ability to troubleshoot, perform repairs, interpret meters/gauges, and maintain accurate records and logs.
- Ability to work effectively independently and collaboratively with staff, contractors, trades, community groups, and the public.
- Proficient in MS Office and recreation/facility management software, with a demonstrated commitment to RDCK values of Health and Safety, Accountability, Integrity, and Respect.

This is a full-time, term position working 40 hours per week. The hourly rate for this position is \$45.99 as per the Collective Agreement. The successful candidate will additionally have vacation and a comprehensive benefits package.

This posting along with a detailed job description can be found on our website at www.rdck.ca/jobs.

To apply please complete our online form that can be found here: [EMPLOYMENT APPLICATION](#)

Applications in the form of a resume & cover letter detailing qualifications & experience relevant to the position will be accepted
until 9:00am August 20, 2026.

Thank you for your interest in working with the Regional District of Central Kootenay. All submissions will be acknowledged although only those individuals shortlisted to participate in the interview/testing process will be contacted. This posting may be used to fill other similar positions within the RDCK over the next six months.

For more information contact:
250.352.1515 | or visit rdck.ca/jobs