

VOLUNTEER POSITION DESCRIPTION

Volunteer Position: Outdoor Ice Rink Volunteer, Community Services

Reporting To: Community Services, 519-747-8772 OR 519-886-1550 x 78772;
waterloorinks@waterloo.ca

Purpose of Position

- provide volunteer support for your neighbourhood rink through the City's outdoor rinks program

Responsibilities

- flooding and snow shoveling of assigned outdoor rink as part of a team of two, as scheduled
- assist in advertising the outdoor rink's schedule (skating & hockey)
- provide appropriate care and maintenance of rink shovels, hoses, boards and storage boxes
- provide appropriate care and maintenance of the park area surrounding the outdoor rink location
- record and report all incidents / accidents occurring at the rink location
- provide input for the assigned outdoor rink maintenance within the City's outdoor rinks requirements
- understand and comply with the City of Waterloo Operating an Outdoor Rink Handbook
- complete additional training as required
- act honestly, in good faith and in the best interests of the organization
- follow the City of Waterloo safety first city volunteer guidelines

Time and Place

- flexible time commitment, 3-6 hours per week (rotational schedule – day, evening or weekend)
- assigned City of Waterloo outdoor rink location, volunteers will be matched within the neighbourhood where they reside

Commitment

- November – March (weather dependent, one year or as agreed to when accepted as volunteer)

Training and Orientation

- on site at assigned location and coordinated with the Outdoor Rink Convenor
- additional training materials provided by City of Waterloo staff

Qualifications

- responsible, community-minded adult or teen 16 or older (14 if accompanied by own parent volunteer) who enjoys spending time outdoors
- able to respond to varying weather conditions and foster work in a team environment
- able to do some heavy lifting for rink snow shoveling

Benefits

- get to know your neighbours and foster neighbourhood spirit
- provides a positive recreational opportunity for the neighbourhood
- provides watchful eyes to enhance your neighbourhood's safety

Screening Requirements

- complete City of Waterloo Volunteer application form, including signed waivers
- suitability of placement is subject to review with City staff supervisor

* Last updated: September 22, 2026

Position Risk Assessment: Medium Risk

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The City of Waterloo is committed to providing accessible formats and communication supports for persons with disabilities. If another format would work better for you, please contact: **Volunteer Services at volunteer@waterloo.ca or 519-888-6488**

www.waterloo.ca