



MOUNT ROYAL UNIVERSITY
COUGARS

Hockey Equipment Manager

Full-time, Contract
Seasonal Appointment

POSITION OUTLINE

Reporting to the Associate Director, Varsity Athletics, the Hockey Equipment Manager is accountable for the overall administration, development, and organization of the equipment and team services needs of our Cougars Varsity hockey programs. The objective of the Hockey Equipment Manager will be to support a culture of success in the programs, while fostering a high-performance environment where student-athletes and staff thrive.

SPECIFIC DUTIES AND RESPONSIBILITIES

The Hockey Equipment Manager will oversee all facets of equipment, locker room, and team support needs of our Cougars Varsity hockey programs, including the following:

- Support hockey programs during practices and games;
- Collaboration with all team staff, including each head coach of our Cougars Varsity hockey programs and all student-athletes;
- Potential to oversee part-time/volunteer equipment staff in supporting roles;
- Ordering of all necessary equipment and supplies through approved vendors in collaboration with our equipment partners and vendors;
- Equipment budget management, in collaboration with head coaches and Associate Director;
- Skate sharpening and repair;
- Inventory of all equipment and sticks;
- Laundering and maintenance of game and practice uniforms, towels, etc;
- Preparation of all supplies, uniforms, sticks, and related equipment for away games;
- Organization and cleaning of entire equipment area, including storage spaces;
- Picking up of equipment and supplies from vendors;
- Coordination with MRU Facilities team regarding repair of capital equipment;
- Coordination with visiting team equipment managers.



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QUALIFICATIONS

- Extensive background in the sport of hockey, preferably at the Prep, Junior, Collegiate, Professional levels;
- Demonstrated experience with skate sharpening and repair. Formal training/certification considered an asset;
- Undergraduate degree preferred (completed or in progress);
- NCCP course work considered an asset;
- Very strong organizational, time management, and communication skills;
- Very strong work ethic;
- Demonstrated ability to be a “Team Player” within CAR and the University;
- Demonstrated commitment towards Safe Sport and student-athlete welfare.

Salary: Commensurate with education, certifications and experience.

Reply to: Rob Godfrey
Associate Director, Varsity Athletics
Email: rgodfrey@mtroyal.ca
** pdf format preferred.

APPLICATION DEADLINE

This position will remain open until a suitable candidate is found, however, candidates who apply by the end of the day **Friday, May 10th, 2024 @ 5pm MST** will be given preference.

In accordance with Canadian immigration requirements, preference will be given to applicants who are either Canadian citizens or landed immigrants in Canada.

WE THANK ALL APPLICANTS FOR THEIR INTEREST. ONLY APPLICANTS SELECTED FOR AN INTERVIEW WILL BE CONTACTED.