

# Town of Stoneham



## Job Opportunity Arena Manager

Stoneham Classified Employees Association (SCEA) AFSCME

Grade 53 Salary Range; \$34.9091 hrly to \$41.4728 hrly, Full Time- 40 hours

The Town of Stoneham is seeking to fill the position of Arena Manager. The Manager is responsible for managing the operation of the Town's Ice Arena on a year-round basis; ensuring proper scheduling, operations, safety, fiscal health and customer satisfaction. The Manager works under the administrative direction of the Town Administrator and provides direct supervision and training to both full time and part time employees. The Manager is required to work beyond normal business hours in order to attend evening meetings or to work on weekends or holidays in accordance with the hours of operation of the Ice Arena or during peak utilization periods as necessary.

### **Qualifications:**

Bachelors' degree or master craftsman level of trade knowledge; a minimum of three; five to seven (5-7) years progressively responsible experience preferably in management of an ice arena with minimum of three years in a supervisory capacity or an equivalent combination of education, training and experience.

### **Special Requirements:**

Valid Class D Motor Vehicle Operators license.

NARCE and US Ice Rink Association Certifications.

Candidates should possess a valid Massachusetts Vehicle Operator's License.

Must successfully complete a CORI/SORI (Criminal Offender Records/Sexual Offender Inquiry's) and a physical examination, including a drug screening. The Town reserves the right to run additional CORI checks and screening as allowed under Massachusetts General Law.

Interested qualified candidates should apply with the following materials:

- Cover letter (indicating position applied for).
- Resume.
- Town of Stoneham employment applications are **required**; a copy is available on the website.

Material should be sent by email to: [dgaffey@stoneham-ma.gov](mailto:dgaffey@stoneham-ma.gov)

Position will remain open until filled. First review of applications will be November 5, 2025

***Stoneham is an equal opportunity employer. We encourage diversity in our workforce and are committed to creating an inclusive environment for all employees.***