

## **Assistant Ice Rink Manager Needed**

We are looking for a dynamic assistant ice rink manager to help us run our day to day business operations at our ice rink in Southeastern CT. The main facets of the job include scheduling contracted ice time in our CRM system, talking to contracted ice buyers, securing ice contracts (along with the rink's GM), setting schedules, organizing high school games, running reports, updating the website, organizing and running our skating school (no on ice requirements), spearheading hockey camp/clinic registrations, selling dasher board advertisers, etc.. This person will act as the "right hand" of the rink's General Manager. Must be comfortable with computer skills including learning our rink CRM software program as well as our website content management system. Previous ice rink business operations experience preferred.

Contact Email: [info@rinkratmarketing.com](mailto:info@rinkratmarketing.com)