

PEMBINA GORGE FOUNDATION

Frost Fire seeking Ski, Snowboard & Mountain Bike Terrain Park Manager

Job Posting: Closes Sept 1, 2017

Job title: Mountain Manager, full-time year-round employment or full-time seasonal with job sharing is possible.

Compensation: DOE

Reports to: Frost Fire Operations Manager

Introduction

The Pembina Gorge Foundation seeks an innovative, energetic and focused individual to serve as its Mountain Manager.

The Foundation has acquired Frost Fire, an established tourism and recreation destination in northeastern North Dakota. Frost Fire has offered downhill skiing for 41 years and recently added snowboarding. Frost Fire's Summer Theater is in its 33rd season. A Mountain Bike Terrain park is soon to begin construction. Facilities at Frost Fire include food service and a bar.

Frost Fire is recognized regionally and as important attraction and it has developed a base of loyal customers. The Foundation's Board of Directors hopes to build on this base to expand and diversify Frost Fire.

Job Description

The Mountain Manager's primary responsibility will be to oversee day-to-day mountain recreation programs at Frost Fire. This is a supervisory position.

Human Resources

- The Mountain Manager will work with the operations manager to develop and implement policies and procedures for all of Frost Fire's mountain operations and programming to assure optimal safety for visitors and patrons of Frost Fire are met.
- Frost Fire employs seasonal staff. Choosing, training and managing this staff will be an important element of this job.
- The Mountain Manager will work with the operations manager to assure positions/shifts are filled by qualified lift operators, snowmakers, groomers, ski instructors, ski patrol, pumps & compressor operators, and ski, snowboard and mountain bike technicians. The MM is the direct supervisor for the positions.

Equipment

- Ski & Snowboard equipment and maintenance knowledge is required. The Mountain Manager will oversee and assure excellent customer service in winter equipment repair and guest service including binding mounting and adjustments; equipment repair; tuning and waxing.
- Chairlift – maintain, repair and assist in the operation of chairlifts by completing preventative maintenance, troubleshooting malfunctions and performing training to operators.
 - The MM will ensure proper operation of chairlifts and personnel by completing preventative maintenance of APU's, electric motors and line gear following manufacturers' maintenance manuals; troubleshooting malfunctions and training personnel in the proper operation. Locates sources of problems by observing mechanical devices in operation; listening for problems; and checking for overheating. Removes defective parts by dismantling devices, using come-a-longs, cranes, heavy equipment, rigging, hand and power tools, examining and diagnosing cause of failure and correcting the condition.
 - Maintains equipment, parts and supplies inventory and conserves resources by checking stock to determine inventory level; anticipates equipment, parts and supplies and using equipment and supplies as needed to accomplish job results.
 - Keeps daily operational and maintenance logs/reports by collecting, analyzing and summarizing information.
 - Maintains technical knowledge and continuity.
- Snowmakers equipment and adequate snow is the responsibility of the Mountain Manager.
 - The MM will inspect guns, hose, hydrants, pumps, and other equipment to insure safe and efficient operation of snowmaking machines and procedures.
 - The MM will monitor performance as needed to insure proper air/water combination and quality snow.
 - The MM will keep daily operational and maintenance log reports on snowmaking machines.
- Grooming equipment and adequate groomed mountain is the responsibility of the Mountain Manager.
 - The MM will inspect the groomer to assure it is in good working condition and to insure safe and efficient operation of grooming machine and procedures.
 - The MM should have general knowledge on maintaining the groomer and will assure general maintenance is completed.
 - The MM will keep daily operational and maintenance log reports on grooming operation and machine.
- Mountain Bike Terrain Park – Information to be determined. Park in process.

Ski Instruction and Ski Patrol

It is the responsibility of the Mountain Manager to manage and oversee the ski instructor and ski patrol program. The MM will work with the PSIA/AASI - Central Division of Ski Instruction and other resources as established by the Foundation Director or Board of Directors.

- The MM will assure adequate and appropriately trained instructors are available to teach children and adults how to ski and enjoy the mountain environment.
- The MM will assure adequate Ski Patrol are trained and staffing each shift to assure safe and emergency services are provided to Frost Fire guests.

Lift Operators

It is the responsibility of the Mountain Manager to manage and oversee the lift operators.

Marketing/Communications/Promotions

- The Mountain Manager will work with the Operations Manager / Foundation Director to coordinate advertising, promotion and other publicity for Frost Fire Mountain activities.

Financial

- The Mountain Manager will submit an annual budget to the Foundation Director. Once approved, the MM will have spending authority within the parameters of the budget.

The Foundation Director may assign other duties.

Qualifications

Ski, snowboard, mountain bike terrain park mountain management preferred. Five or more years of experience will be considered.

Proven ability to manage people, operations and equipment.

Must have mechanical knowledge and ability to fix equipment.

Must be willing to work off hours.

The Board of Directors will consider relevant experience in making its hiring decision.