



Call for Applications for Court Monitors At Valleystream Pickleball Club

The Valleystream Pickleball Club is an outdoor, Private Member Pickleball Club and facility located in the West end of Ottawa. We are currently seeking applicants for the position of Court Monitor for our 2024 season. If you are a dynamic, energetic, conscientious, and assertive person this may be the job for you.

As a Court Monitor your duties will include, but not limited to:

- Opening and/or Closing Duties of the Clubhouse;
- Measuring net heights, and ensuring Courts are clean and dry for play;
- Ensure clubhouse is clean and tidy, and water dispenser is monitored and always replenished and available for members;
- Ensure all washroom facilities are clean, tidy and stocked;
- Monitor courts for any non-members, ensuring all persons using facilities are Valleystream members only or pre-paid member sponsored scheduled guests. You may be responsible to check current memberships;
- Ensure all Guests using the Valleystream facilities check in, have signed waiver forms and are paid for by the sponsoring member prior to entering the courts.
- Facilitate morning drop-in play, releasing or adding courts as required;
- Understand the various programs offered to assist our members with questions;
- Maintain a sound knowledge of Valleystream club rules, Policies and Procedures and ensure members and guests abide by them;
- Provide or assist with First Aid and/or CPR duties, if required. (CPR training will be made available).
- Ensure Incident Reports are completed immediately and submitted to the proper authorities.

REQUIRED ABILITIES

- You are friendly, possess an ability to approach or be approached by all members and guests;



- Assertive, willing to approach those who you are not familiar with, or guests to ensure they are properly registered and paid.
- Computer Literate --You have some working knowledge of computers and are willing to be trained on the use of Court Reserve and to train others as required.
- Flexible availability for shifts throughout our season.
- Reliable – Arrives for shift on time.

Court Monitor shifts will be four hours each, running from 0800hrs to 2000hrs, seven days a week. Tentative start date for Court monitors will be the May long weekend and will run until the end of September. Compensation will be at the rate of \$20/hr for the 2024 season and will be paid monthly by the Valleystream Pickleball Club.

We look forward to hearing from all interested applicants.

Please send your resume to: vpickleball@gmail.com by March 17, 2024.

Valleystream Pickleball Board of Directors.