



JOB OPENING

JOB TITLE	Facility Programmer (Ice Arena)
POSTING DATE	10/1/2025
CLOSING DATE	Open until filled.
DEPARTMENT/DIVISION	Special Services/Ice Arena
EMPLOYEE GROUP	Temporary
EMPLOYMENT STATUS	Temporary Part-Time
START DATE & WORK SCHEDULE	ASAP 20+ hours per week. Must be available some nights and weekends depending on events taking place.
PAY RATE	\$19.00 - \$22.50/hour
PREVIOUS WORK EXPERIENCE	Previous work experience in ice arenas, customer service, custodial or facilities management preferred.
EDUCATION:	High school graduate or equivalent.
SPECIAL SKILLS & TRAINING	Must be 18 years or older. Candidates must be able to lift 50lbs.
BASIC RESPONSIBILITIES	Ice Arena Facility Programmer assumes responsibility of manager on duty and supervisory person when the Ice Arena Manager or Supervisor is not on-site. Responsible for facility staff scheduling and payroll. Assists with programs and rentals, resolving issues, assisting with training staff among other duties. This position acts as a team leader for part-time building assistants and Ice Arena Coordinators. Reports to the Facility Manager. Communicate with other building staff to coordinate and perform necessary building responsibilities. Responsible for timely event and program set-up and tear-down. Assists custodial and maintenance staff with basic janitorial and general maintenance tasks. Enforces all facility rules. Orders and maintains inventory of facility supplies. Maintains accurate reports and submits work orders to the maintenance staff as needed. Ice Arena Facility Programmers are responsible for exemplifying professionalism, serving as a resource for members and guests and providing excellent customer service. Attends all mandatory staff training. Assists with tours, cleaning, and other facility tasks as needed.
HOW TO APPLY	All candidates must complete an online application . Please create an account and apply online for consideration.

The City of Farmington Hills is an Equal Opportunity Employer.

We work hard to enable all employees to succeed and, to that end, we welcome diverse talent and cultivate an inclusive environment that encourages collaboration and creativity. We're committed to building a workforce where people thrive by being themselves and are inspired to do their best work every day.