

General Manager of the Sovereign Lake Nordic Centre
(Revised and Extended)



Sovereign Lake Nordic Club is seeking a General Manager for the coming season to ensure operations at the Sovereign Lake Nordic Centre are efficient and meet the needs of the Nordic Community.

The General Manager is responsible for (although not limited to):

1. Effective and efficient operations of the Nordic Centre.
2. Operational financial management.
3. Operational staffing and ensuring an effective, safe and friendly work atmosphere.
4. Ensuring positive relationships with the Sovereign Lake Nordic Club, BC Parks, Silver Star Mountain Resort, City of Vernon and the board of directors.
5. Developing an annual operating plan and annual budget.
6. Achieving operational goals.

Required skills:

1. Operational experience at a Nordic Centre (or similar facility) preferred.
2. Outstanding oral and written communication skills coupled with engaging and positive people skills.
3. Excellent organizational skills and a good understanding of accounting/finance.
4. Integrity on the job and high ethical work standards in all dealings with members, staff, and community partners
5. Enthusiasm for working with the Board, volunteers, and members to achieve goals.

Additional Desired Skills:

6. Advanced computer skills (website, Zone 4, knowledge of database management).
7. Some mechanical ability to do minor repairs and service equipment.

Remuneration commensurate with qualifications. Please send resume and cover letter to board@sovereignlake.com by August 5th, 2014.

The Sovereign Lake Nordic Centre is located in Silver Star Provincial Park and is operated by the Sovereign Lake Nordic Club in co-operation with BC Parks. The Nordic Centre contains a full service day lodge, a ski in cabin, and 50 km of some of the finest cross country ski trails in North America along with snowshoe trails, back country trails, biathlon, and sledding.