

Equipment Manager

We are looking for an employee who is passionate about growing the game of hockey in Tulsa, Oklahoma. The Equipment Manager will oversee the coordination of day-to-day sports equipment functions. They must be a team player and willing to work with other EQM's in the building. The NA3HL, Adult, & Youth hockey will be our biggest focal points, as we intend to grow the love of the game through different touch points. We plan to introduce options for a regular street hockey league, learn-to-play, girl's & women's hockey programs, as well as clinics, camps, and tournaments.

Major Responsibilities/Activities:

- The NA3HL team will be the primary focus for the EQM
 - During the year, may be asked to work with the ECHL team
 - Off-season, may be asked to work with the IFL team (indoor football)
 - Off-season, work some open camps
- Work closely with the Head Coach & GM
- Maintain equipment throughout the year
 - Oversees uniform and equipment distribution and retrieval at practices and games
- Oversees and coordinates all game day equipment preparations/setup for games
- Ensures that all uniforms and related apparel are maintained in a clean and serviceable condition
- Coordinates with opposing team EQM
- Performs miscellaneous job-related duties as assigned

Minimum Requirements:

- HS Diploma or GED
- Two (2) years experience directly related to the duties/responsibilities specified
- USAH
 - Safesport
 - NCSI Background Check
- Computer proficiency in Microsoft Office or equivalent
- Strong written and oral communication skills
- Working extended hours, including nights and weekends. You are expected to be present for camps, clinics, and evaluations

Essential Physical Functions:

- Must be able to lift fifty (50) pounds repeatedly
- Working under extreme deadlines under pressure
- Working on an ice surface and ability to ice skate
- Excellent speaking and listening skills
- Ability to multitask in a fast-paced environment
- Physical activities include sitting, walking, standing, bending, squatting, climbing stairs, kneeling, twisting, lifting, grasping, balancing and handling of materials, and working with arms raised for prolonged periods.
- Exposure to bright lights, extreme temperatures and loud noise.

Equipment Used:

- Including, but not limited to office equipment, barcoding scanner system, industrial equipment, hockey equipment, ice resurfacing equipment, and scoreboard equipment.