



**JOB TITLE:** Changeover / Conversion Crew  
**REPORTS TO:** Operations Manager / Operations Supervisor  
**JOB STATUS:** Casual (Event Based)

### **SUMMARY**

This position requires a multitude of physical tasks associated with converting the facility from a hockey setting to concert, or other scheduled event settings and back.

### **QUALIFICATIONS**

- **Full vaccination required**
- Any labour experience is an asset
- Ability to work flexible hours dictated by events, including evenings, overnights, weekends, and holidays as needed with most shifts beginning in the late evening
- Ability to follow basic instruction and direction
- Ability to perform general labour; heavy lifting is required (60 – 80 lbs.)
- Ability to work with limited supervision and as a team member
- Safety footwear, hardhat and long pants are required. Safety glasses and gloves are encouraged.

### **PRIMARY RESPONSIBILITY**

- Lay down and pick up event floor
- Remove and reinstall acrylic, glass and dasher boards for event setups as needed
- Setup and breakdown of chairs, tables, basketball floor, staging and risers, concourse, dressing rooms, etc.
- Perform all other duties as assigned
- Adhere to all Spectra policies and procedures
- Comply with the requirements of the Occupational Health and Safety Act

### **WORK ENVIRONMENT**

- Requires significant physical effort including walking and heavy lifting
- Requires utilizing tools and equipment that could cause injury if not handled and operated following safety practices and procedures
- Occasional outdoor work is required
- Noise level in the workplace can range from minimal to loud during events, though minimal during non-event times. PPE for noise protection is provided.

**Please send resume to**

**Rob Burry at [robert.burry@spectramp.com](mailto:robert.burry@spectramp.com) or Carolyn Berkers at [carolyn.berkers@spectramp.com](mailto:carolyn.berkers@spectramp.com)**

Spectra, an industry leader in sports, entertainment and venue management, is dedicated to recruiting and developing individuals with the skills, experience, desire, and values to contribute to the continued growth and success of our organization. Together, with our 250+ sports & entertainment venue partners, we transform events

into experiences! These experiences create excitement, turn heads, and make memories. Come Join Us! You can learn more about Spectra at [www.spectraexperiences.com/](http://www.spectraexperiences.com/)

We are strengthened by our differences and united by making a difference. Spectra embraces diversity, equity, and inclusion. We are committed to building a team that represents a variety of backgrounds, perspectives, and the communities that we serve. We strive to create an inclusive culture and equitable workplace where all employees feel valued and can bring their whole selves to work. Not only is it the right thing to do, but we know that diverse, equitable, and inclusive teams invite deeper collaboration and understanding, spark greater innovation and achieve higher employee satisfaction.