



**Grand River**  
Agricultural Society



**THE GRANDWAY**

## **We are The Grand Family!**

The **Grand River Agricultural Society (GRAS)** is a not-for-profit organization and is part of The Grand Family, which includes the [Grand River Raceway](#) and [The GrandWay Events Centre](#). GRAS is known for its philanthropic contributions to the community through scholarships, community mini-grants and major donations. GRAS is striving to bring agriculture, education, and community together.

The GrandWay and Grand River Raceway are a dynamic hospitality, racing, and gaming destination with a dedicated team of talented individuals at the heart of our success.

In 2021, we opened The GrandWay Events Centre in Elora, where we welcome weddings, corporate, and other special occasion guests year-round along with horse racing guests June through September.

## **GRAS has an exciting opportunity for a Facilities Manager**

Reporting to the CEO, The Facilities Manager is responsible for the maintenance, safety, and efficient operation of all buildings, grounds, track surfaces, and fleet assets at the Horse Racing Track, and The GrandWay Event Centre and Casino. This includes oversight of the racetrack, barn, grandstands, event spaces, public amenities, and all facility vehicles and equipment. The role involves strategic planning, day-to-day operations, compliance with regulatory standards, budget management, and supervision of staff and contractors.

### **Key Responsibilities:**

#### **Racetrack & Grounds Maintenance**

- Oversee daily grooming and maintenance of the dirt racetrack to ensure safe, high-performance conditions and maintain paddock and grounds
- Monitor track conditions with the Track Maintenance Operators to meet AGCO standards.
- Prepare the site for live racing and events, including the setup and breakdown of temporary structures, signage, waste services, and guest amenities.

#### **Facility Maintenance & Operations**

- Manage all building systems (HVAC, plumbing, electrical).
- Oversee preventative maintenance and timely repairs to minimize disruptions.
- Maintain all buildings and facilities, including grandstands, restrooms, kitchens, hospitality areas, and offices.
- Conduct regular inspections to address mechanical, structural, or safety issues.
- Implement energy-efficient and environmentally responsible practices.
- Respond to facility-related emergencies and coordinate effective solutions.



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### **Fleet Management**

- Oversee the maintenance, servicing, and scheduling of all facility and grounds vehicles and equipment, including tractors, utility vehicles, and trailers.
- Ensure fleet readiness for daily operations, race days, and event support.
- Maintain records of vehicle inspections, repairs, fuel usage, and licensing.
- Coordinate with vendors for fleet repairs and procurement and ensure compliance with safety and environmental regulations.

### **Capital Planning & Asset Management**

- Support the development and execution of the Capital Improvement Plan (CIP).
- Maintain records of facility assets, warranties, service histories, and lifecycle data.
- Evaluate facilities and recommend repairs, upgrades, or replacements as needed.

### **Staff & Contractor Supervision**

- Hire, train, and lead Facility Building Attendants and seasonal staff.
- Assign tasks, manage work orders, and coordinate schedules in alignment with events and racing calendars.
- Foster a culture focused on safety, performance, and accountability.
- Select and supervise external contractors and vendors for specialized services.

### **Budgeting & Procurement**

- Prepare and manage the facilities operating budget; maintenance and capital needs.
- Procure equipment, materials, and services in line with procurement policies.
- Track expenses and ensure cost-effective, efficient operations.
- Identify economical solutions for facility maintenance and upgrades.

### **Qualifications**

- Bachelor's degree/College Diploma in Facilities Management, Construction Management, Engineering, or related field and/or Red Seal certified in a related trade 306A, 309A or 313A would be preferred
- CFM, FMP, or similar certification would be an asset
- Minimum 5 years' experience in facilities operations, including supervisory roles.
- In-depth knowledge of building systems (HVAC, plumbing, electrical), preventative maintenance, and safety standards
- Familiar with local codes, OSHA, and environmental compliance.
- Skilled in work order systems and Microsoft Office Suite.
- Mechanical aptitude and ability to operate grounds/track and snow removal equipment; turf and soil management experience is an asset.
- Strong leadership, communication, and organizational skills.
- Proven ability to manage budgets, vendors, and regulatory compliance.



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### **Working Conditions**

- Work involves both indoor and outdoor environments, including exposure to varying weather, noise and smell working conditions.
- Physically demanding; must be able to lift up to 50 lbs and operate equipment as needed.
- Availability required for early mornings, evenings, weekends, and holidays as may be required on occasion especially during race meets or major events.
- Ability to obtain and maintain an AGCO license and clean Drivers abstract

### **Why Join Us?**

GRAS offers a competitive salary, benefits, RRSP matching and a Great Place to Work! To learn more about The Grand Family, please visit the websites [www.grandriverag.com](http://www.grandriverag.com) , [www.theGrandWay.com](http://www.theGrandWay.com), and check out the virtual tour, along with our racing operations at [www.grandriverraceway.com](http://www.grandriverraceway.com)

Interested applicants should apply directly through the job posting listed on Indeed at <https://ca.indeed.com/cmp/Grand-River-Raceway/jobs> Other methods of applications will not be accepted.

*GRAS is committed to providing a barrier-free work environment in concert with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. As such, GRAS will make accommodations available to applicants with disabilities upon request during the recruitment process.*

*We thank all candidates for their interest, however only those being considered for an interview will be contacted.*