

Thank you for your interest in RRYHA Gambling Manager. The RRYHA Gambling Manager is responsible for execution, implementation, and insight of any and all gambling activities that pertain to Rock Ridge Youth Hockey Association. They must operate in accordance with MN State laws, control inventory, update and report financial results to RRYHA Board of Directors and regulatory bodies. The funds raised by charitable gambling assist in the cost structure of running RRYHA each year. The funds help us keep RRYHA hockey costs affordable for our families. The Gambling Manager is a paid position.

**Qualifications:**

- Meet requirements as specified with MN Gambling Control Board this includes licensing, attending a training seminar, passing a written exam, and completing continuing education annually.
- Must meet MN Gambling Control Board eligibility qualifications.
- Exceptional organization and time management skills, ability to balance conflicting priorities to manage workflow to meet deadlines.
- Excellent interpersonal and communication skills.
- High level of integrity and professionalism.
- Self motivated and takes initiative.
- Proficient with computer software programs/apps

**Job Requirements:**

- Responsible for execution, implementation, and insight of any and all gambling activities that pertain to Rock Ridge Youth Hockey Association
- Operate in accordance with MN State laws, control inventory, update and report financial results to RRYHA Board of Directors and regulatory bodies.
- The Gambling Manager must be licensed by the Minnesota Gambling Control Board, have a \$10,000 Bond, attend training seminar, pass a written test, and attend continuing education classes each year.
- Participate as an active member of RRYHA Board of Directors and act in accordance with RRYHA Bylaws, Handbook, MN Hockey, and USA Hockey rules and guidelines.
- Must not be convicted of a felony or crime involving gambling.
- Must not be convicted of a criminal violation involving fraud, theft, tax evasion, misrepresentation, or gambling.
- Must not be convicted of an assault, a criminal violation involving the use of a firearm or making terroristic threats.
- Never have been, or am not, connected with or engaged in an illegal business.

**RRYHA Gambling Manager Application**

Applicant name: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Are you at least 18 years of age?  Yes  No

Are you legally eligible for Employment in the United States?  Yes  No

I have reviewed the qualification requirements on MN Control Board Gambling Manager application (<https://mn.gov/gcb/licenses-permits/requirements/nonprofits-and-licenses.jsp>)  Yes  No

**Education:**

(Include high school and/or institution issuing GED and any education/courses taken. Do not list dates of attendance for high school. List most recent education first)

Name of School: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

Degree/Diploma received: \_\_\_\_\_ Major/Minor: \_\_\_\_\_

Name of School: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

Degree/Diploma received: \_\_\_\_\_ Major/Minor: \_\_\_\_\_

Name of School: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

Degree/Diploma received: \_\_\_\_\_ Major/Minor: \_\_\_\_\_

**Employment, Volunteer and Military Experience:**

1. Most recent or current employer: \_\_\_\_\_

Telephone: \_\_\_\_\_

May we contact: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

Job Title: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

2. Employer: \_\_\_\_\_

Telephone: \_\_\_\_\_

May we contact: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

Job Title: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

3. Employer: \_\_\_\_\_

Telephone: \_\_\_\_\_

May we contact: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

Job Title: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

**Additional Information:**

Please list any other skills, abilities or worker traits, computer knowledge, licenses/certifications, or anything else not listed above that would be a reason for us to hire you:

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List/describe any other training and/or experience relevant to this position which you are applying:

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**References:**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Company: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Company: \_\_\_\_\_

**Disclaimer:**

I, the applicant, certify that my answers are true and honest to the best of my knowledge. If this application leads to my employment, I understand that any false or misleading information in my application or interview may result in my employment being terminated.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print name: \_\_\_\_\_

Please send your resume with a completed application to: [rryhapresident25@gmail.com](mailto:rryhapresident25@gmail.com) and [rryhasecretary@gmail.com](mailto:rryhasecretary@gmail.com).

Thank you for your interest

RRYHA Board of Directors