



**Township of Havelock-Belmont-Methuen**  
**Employment Opportunity: Arena Attendant (Part-Time)**  
**Hourly Wage: \$24.69-\$28.62**  
**Closing Date: October 2, 2026**

The Township is seeking a reliable, customer-focused Arena Attendant to join our team on a part-time basis. Reporting to the Supervisor of Parks, Recreation and Facilities, the Arena Attendant will assist with custodial services, minor maintenance, ice maintenance, special events, facility and room set-ups and general facility operations. The position also provides courteous and professional assistance to members of the public, user groups, and community organizations. This is a part-time position, hours will range from 25-35 hours per week, hours will be based on organizational needs.

The successful candidate must demonstrate reliability, initiative, sound judgment, and a commitment to providing safe, clean, and well-maintained municipal facilities and excellent service to the community.

The Township offers enrollment in the Ontario Municipal Employees Retirement System (OMERS) Pension Plan and a competitive wage that corresponds with education, experience and working abilities.

Candidates are invited to submit a detailed cover letter and resume by e-mail or regular mail no later than 4:30 p.m. on Friday October 2, 2026 to:

Kayla Spooner  
Deputy Treasurer  
Township of Havelock-Belmont-Methuen  
1 Ottawa Street East  
P.O. Box 10, Havelock, ON K0L 1Z0  
[Kspooner@hbmtwp.ca](mailto:Kspooner@hbmtwp.ca)

*The Township of Havelock-Belmont-Methuen welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process. Personal information is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used only to evaluate the suitability of applicants for employment.*