



The Corporation of the Town of Englehart

Arena Recreation Attendant(s)

(Canteen & Skating) Seasonal/Part-time

Position Overview:

Under the supervision of the Recreation and Community Services Manager, Arena Recreation Attendants are responsible for operating the canteen and providing a safe, welcoming, and enjoyable environment for patrons during public skating sessions. They will assist with canteen operations, monitor skating activities, and help ensure the arena is clean, safe, and well maintained.

Duties include:

- Operate the canteen by serving customers, monitoring inventory and stock levels, processing restocking needs, and maintaining cleanliness of the canteen and equipment.
- Monitor public skating sessions and help ensure the safety, enjoyment, and adherence to facility rules for all patrons, including conducting on-ice skating patrols.
- Process cash, debit, and other approved payments for canteen purchases, public skating admissions, and ice rentals.
- Assist with maintaining a clean, safe, and welcoming environment for all recreation facility users.
- Perform other related duties as assigned.

Qualifications:

- Minimum 14 years of age
- Strong customer service and communication skills
- Ability to skate confidently and safely
- Ability to work independently and as part of a team
- Responsible and safety-conscious
- Reliable and punctual

Hours of work and compensation:

- Evenings and weekends from October to the end of March
- Flexible scheduling options are available, therefore students are encouraged to apply
- Ontario minimum wage

How to Apply:

Candidates are invited to submit their resume and cover letter by Monday October 5th, 2026, at 3:00 PM to the attention of Karen Cooke, Recreation and Community Services Manager. Emailed to kcooke@englehart.ca or dropped off at: Englehart Recreation Office – Arena & Community Complex 80 Seventh Avenue Box 399, Englehart, ON P0J 1H0 *Drop box available*

We thank all applicants for their interest, however only those under consideration will be contacted. Accommodation for candidates with disabilities are available upon request.

Any personal information submitted to the Town will be collected under the Municipal Freedom of Information and Protection of Privacy Act, (MFIPPA) and the employment Standards Act and will be used for recruitment purposes.