



Summer Employment Opportunity:

Township of Havelock-Belmont-Methuen

Closing Date: June 15, 2026

The Township of Havelock-Belmont-Methuen is seeking a qualified, responsible, motivated, and team-oriented individual for the Library Summer Student, for period of July 7th to August 22nd, 2026.

Library Assistant Summer Position (\$17.60 / Hour)

Monday to Friday, 16 hours per week. (1 position)

All applicants must be able to work the schedule specified in the job description. Applicants are required to be between the ages of 15 to 30 years old. Related post-secondary education is preferred. Duties include planning and delivering the TD Summer Reading Club program for ages 3-12, tutoring, and assisting with general library duties.

The complete job description can be found on the Townships website at www.hbmtwp.ca. We thank all applicants for their interest, however only those selected for an interview will be contacted.

A detailed cover letter and resume, clearly marked with Library Summer Student position must be submitted by **4:30 p.m. on June 15, 2026** to:

Havelock Library
P.O. Box 10, 1 Ottawa St East
Havelock, ON K0L 1Z0
Email: habellib@nexicom.net

Candidates are encouraged to inform of any accommodating requests so that they can be dealt with throughout the recruitment 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.