



JOHN A. MILLAR CIVIC CENTER

94 Randall Avenue Houlton, ME 04730
Tel. (207) 532-1313 Cell (207) 694-0439
civic.center@houlton-maine.com

JOB OPENINGS

The John A. Millar Civic Center has the following part-time job openings:

- **Part-time Adult Supervisor** – An independent worker looking for evening and weekend hours at the Civic Center. They will be responsible for supervising the facility during various activities including youth hockey practices, private rentals, and Civic Center programs. Job tasks may include operating equipment such as the ice resurfacer, skate sharpening machine and kitchen appliances, such as fryer, grill, pizza oven and stove. Applicants for this position must be at least 18 years of age and out of high school to apply, and should have strong communication and leadership skills.
- **Part-time Youth Supervisor** – An energetic worker interested in working with youth and members of the community. They will be responsible for supervising youth activities and working public-facing roles during events and programs, as well as concessions and cleaning tasks. They should have a strong work ethic and work well with others. Applicants for this position must be 16 years of age to apply and should be available for weekend and evening shifts.

Applications can be found at:

www.houltonrec.com

John A. Millar Civic Center, 94 Randall Avenue, Houlton ME 04730

Rec Center, 128 Main Street, Houlton ME 04730

Application deadline is Thursday, August 1, 2024 and can be returned to the Civic Center.

The Town of Houlton is an equal opportunity employer.