



Contract Position Job Posting Essa Public Library

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Summer Children's Program Assistant

30 hours per week for 14 weeks (May 27th to August 30th)
Business hours with a possible two evenings/week plus some Saturdays
\$14 per hour plus 4% vacation pay
Two positions available

Program Assistant will:

- 1) Work with a team to create Summer Reading Club opportunities for children ages 3-12
- 2) Design, facilitate and deliver innovative, and inclusive programs for children
- 3) Promote programs through interactive outreach visits to local elementary schools
- 4) Nurture community relationships through customer-focused communication
- 5) Assist with other library tasks as time permits

Program Assistant Skill-Set:

- Experience and aptitude working with children and youth
- Excellent interpersonal skills and a genuine interest in helping people
- Strong organizational abilities and problem-solving abilities
- Ability to work independently with a minimum of supervision
- Digital Literacy, including 3D printing
- OPP Check required if the successful candidate is older than 18

To meet Funding Requirements the successful applicants must be:

- Younger than 30
- Eligible for employment in Canada

Apply before 5:00pm March 29, 2019 to:
Karly Uhl, Coordinator of Children and Family Experiences
kuhl@essa.library.on.ca

For further information about the position visit www.essa.library.on.ca
To request Accessible formats or identify Accessibility needs, phone: 705-424-6531

Information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection.

We thank all candidates for their interest - those selected for an interview will be contacted.