



Employment Opportunity

Job Title: Outreach Assistant

Qualifications:

- College or university student in an education or library-related field preferred
- Experience working with preschool and school-aged children
- Strong oral and written skills
- Strong interpersonal skills
- Comfortable riding an electric bicycle with an attached trailer
- Previous programming experience preferred
- Previous outreach experience preferred
- A satisfactory criminal record check with vulnerable sector screening

Job Summary:

The Outreach Assistant will focus on promoting the library, especially our summer program offerings, throughout the community. The Outreach Assistant will attend community events and conduct programs (eg. story times in parks) throughout the town. Some in-library program work may also be required.

This position will be from June 5 to August 26, 2023 and will pay \$16 per hour for 35 hours per week.

How to Apply:

Please email cover letter and resume to Amanda Foster, CEO at afoster@smithsfallslibrary.ca by March 10, 2023.