



## **Employment Opportunity**

**Job Title:** Coordinator of Tutoring & Programming

**Qualifications:**

- College or university student in an education or library-related field preferred
- Experience working with school-aged children
- Strong oral and written skills
- Strong interpersonal skills
- Previous tutoring experience preferred
- Previous programming experience preferred
- A satisfactory criminal record check with vulnerable sector screening

**Job Summary:**

The Coordinator of Tutoring & Programming will be involved in planning various components of the summer reading program including tutoring and will run programs and tutor children as needed. They will also help promote summer programming and will provide guidance for other summer staff.

This position will be from May 8 to August 26, 2023 and will pay \$17 per hour for 35 hours per week.

**How to Apply:**

Please email cover letter and resume to Amanda Foster, CEO at [afoster@smithsfallslibrary.ca](mailto:afoster@smithsfallslibrary.ca) by March 10, 2023.