

## **Youth Services Associate – Part-time**

Do you have passion for working with young children and their families? Are you creative, energetic and organized? Youth Services is currently seeking an individual with experience working with children to join our staff to provide quality library services to children and their families for a library district with two campuses and a diverse population. The ideal candidate will have exceptional customer service skills to interact with children and adults. The ideal candidate is also able to collaborate effectively with other staff as well as work independently in a busy environment.

Some of the additional responsibilities for this position include:

- Provide friendly, respectful and accurate service to all users.
- Provide reference and readers advisory assistance at the reference desk on a regular basis. Refers questions to appropriate staff for further assistance.
- Assist in the development and implementation of Youth Services programs.
- Instruct and assist patrons with use of computers, electronic resources, and the online catalog.
- Maintain neatness of the youth services department including play areas, shelves, displays and work areas.

### **Qualifications:**

- Associate's degree or Library Technical Assistant certificate from an accredited program.
- 1 year of professional experience working with children.
- Library/educator experience and knowledge of children's literature a plus.
- Must be comfortable interacting with the public.
- Must be comfortable working with groups of children and their families.
- Must have the ability to adapt to changing work situations and job requirements.
- Positive attitude in support of the library's mission, vision and values.

Part-time- 16-18 hours per week, divided into 3-4 shifts; must be available to work evenings and a rotation of Sundays.

**Hourly Rate:** \$12.50

**APPLICATION DEADLINE: Monday, February 25, 2019**

Send resume, cover letter and three references to Christy Kepler, Head of Youth Services – [ckepler@oswego.lib.il.us](mailto:ckepler@oswego.lib.il.us). No calls or drop-ins please.