

Library Services Technician: Programming and Training

Parkland Regional Library System is currently accepting applications for a full-time (12-month contract) Library Services Technician: Programming and Training position.

The Library Services Technician will be responsible for fostering and maintaining relationships with member libraries and supporting them in their programming, outreach, and promotional needs. This position will also provide training to member libraries on the Integrated Library System (ILS), Polaris.

This position contributes to the efficient and effective delivery of library services to Parkland Regional Library System's members. The coordinator works closely with the Library Services team to promote and support member libraries in collection maintenance, marketing, outreach, and training initiatives. This position reports to the Manager of Library Services, operating within the Library Services unit.

Qualifications/Skills:

- A Library and Information Technician Diploma or equivalent certification.
- The ability to communicate clearly both verbally and in writing.
- The ability to develop and deliver training on a variety of library services provided by Parkland.
- Creative and collaborative; works well in a team environment and independently.
- Programming experience in any work environment required.
- Experience with Polaris Integrated Library System, Canva and social media platforms required.
- Event planning experience is considered an asset.
- Able to lift up to 30 pounds.
- Valid driver's license required for periodic job-related travel.
- Available to work evenings and weekends as needed.

Parkland Regional Library System is a municipal cooperative that provides leadership, learning, and support to 49 central Alberta public libraries, contributing to the success and sustainability of our member communities. We are headquartered in Lacombe, just north of Red Deer, with easy access to Edmonton, Calgary, and the Rocky Mountains. Find out more about Parkland at prl.ab.ca.

Parkland offers a competitive salary and a supportive work environment.

Interested candidates should email their resume and cover letter to Andrea Newland at anewland@prl.ab.ca. Review of applicants will begin immediately, and the competition will remain open until the position is filled. We thank all applicants for their interest; only those selected for an interview will be contacted.