

Summer Student Position

Castor Municipal Library is seeking a full-time Summer Reading Club Student to join our team. Your role will involve assisting with daily library tasks as well as organizing weekly themed activities for our free Summer Reading Club under the guidance of the library manager. We're seeking a creative individual with a passion for literature and working with children.

What you'll do:

Planning, coordinating and delivering summer reading club activities.

Assist with other library programming and events, assisting patrons, circulation and other day to day library duties.

Register Summer Reading Club participants and assist them and their families engaging in the Summer Reading Club.

What we're looking for:

A reliable, motivated and responsible person.

Someone who has teamwork skills.

Experience working with school-aged children.

Strong organizational skills and attention to detail.

Excellent communication and interpersonal skills.

The contract position will run from May 21st - August 16th. It will include a 5 day work week, with a total of 35 hours per week. The applicants must be full time students returning to school in the fall, a Canadian citizen or PR, and between the ages of 16-30. The position is paid \$15/hour. To apply please submit your cover letter and application to castorlibrary@prl.ab.ca or bring it to the library in person.

Deadline to submit resumes will be April 5th, 2024 and only those selected for interviews will be contacted. We will conduct interviews April 8-12th, 2024. We will let the successful candidate know by April 15th, 2024.

The Castor Municipal Library is committed to promoting diversity and inclusivity in the workplace. We strongly encourage applications from Indigenous peoples, people of colour, LGBTQ2S+ individuals, and those with disabilities to submit their resumes for consideration.