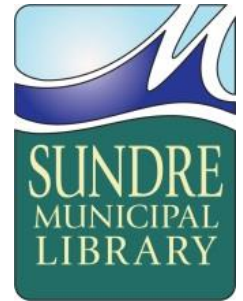




Job Posting:

Coordinator, Summer Reading Club (SRC) Sundre Municipal Library

Summer Reading Clubs are an initiative of public libraries in Canada to maintain or improve the literacy skills of school-age children over the summer. At the Sundre Municipal Library, this is a very important part of our summer programming.



Under the supervision and direction of the Library Programmer, the person hired for this position will be responsible for implementing and leading programs associated with the Summer Reading Club and associated programs, managing online SRC components, and promoting the program to children and families in our community. The work requires creativity, careful organization and preparation, effective use of social media and online platforms, and the ability to work reliably and independently to plan and carry out program events.

Duties may also include aspects of library work: shelving, book check-in and check-out, packing and unpacking inter-library loans, assisting library patrons, and other duties as assigned by the Library Manager or Program Coordinator.

The experience this position provides would be an asset to any person planning to pursue a career in education, library sciences, or event planning.

This position is open to applicants aged 15 to 30 years.

Qualifications

- Experience and/or interest in working with children
- Enthusiasm for reading, libraries and literacy
- Experience working with digital media, including online platforms
- Ability to meet and communicate with the public with confidence and courtesy

Terms of Employment

- 30 hours per week
- \$16.00 per hour
- 13 weeks commencing May 29th and finishing on August 28rd, 2025 (with some flexibility in dates)

Submit applications and resumes by email to sundrelibrary@prl.ab.ca by 4 pm, April 17, 2025. Interviews of selected candidates to follow.

Inquiries:

Library Manager: Joy Willihnganz 403 638-4000 jwillihnganz@prl.ab.ca