



## Summer Student Program Programmer

The Orillia Public Library is looking for 3 enthusiastic, self-motivated post-secondary students for our Summer Reading Club Student Programmer positions. The student programmers will prepare, assist, and deliver programs for children and youth aged birth-18 via our Summer Reading Club. These programs will take place in and outside of the library.

### Duties:

- Plan, prepare, and implement Summer Reading Club programs for children from birth - 18 years of age.
- Work in the Makerspace to plan, run, and support Makerspace programs and services.
- Work with permanent staff to prepare and assist during programs.
- Help monitor the Summer Reading Club reporting program.
- Promote summer reading and library services through Community Outreach programming and social media platforms.
- Assist with collection audits.
- Provide customer service on the Service Desk.
- Other duties as assigned.

### Qualifications:

- Must be enrolled or returning to either college or university in the fall as a full-time student.
- Experience working with children is required.
- Comfortable using a variety of computer technologies and social media platforms.
- Has excellent customer service skills.
- These positions are partially funded through grants and must adhere to the requirements instituted by the granting institutions.

### Job Dates:

Wednesday, May 6, 2024 – Friday, August 23, 2024 (35 hours per week at \$24.00/hour)

To apply, please email a resume and cover letter to:

Meagan Wilkinson, Interim CEO

Email: [mwilkinson@orilliapubliclibrary.ca](mailto:mwilkinson@orilliapubliclibrary.ca)

**Closing date: April 5, 2024**

The Library will require a current Vulnerable Sector Screening from the successful applicant as a condition of employment. We thank all those who apply but advise that only those applicants selected for an interview will be contacted.

The Orillia Public Library is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. If contacted for an interview, please advise the Library's Administrative Assistant at 705-325-2338 of any measures you feel you need to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.

This information is being collected under the authority of the Public Libraries Act, R.S.O. 1990, c. P.44, in order to identify potential candidates for job competitions. For more information please contact Meagan Wilkinson, Interim Library Chief Executive Officer at 705 325-2338.