



**Title: Youth Services Library Assistant, Part-time**

**Salary: \$13.50/hr.**

**Location: Waterford Township Public Library, 2204 Atco Avenue, Atco, NJ  
08004**

The Waterford Township Public Library is looking for a self-motivated, courteous, candidate who is also energetic and enthusiastic. The ideal candidate will take the lead in working with preschool children and elementary/middle school children. Flexibility for scheduling programming at days and times that children will find convenient is a must. There will also be an expectation to participate in outreach in the schools and community. A knowledge of pop-culture and familiarity with children's books/authors is a plus. Must have a willingness to be part of a team and work closely with co-workers, as well as, strong oral and written communication skills and the ability to manage multiple projects and meet deadlines.

### **Duties:**

- Plans and delivers weekly story times/activities for babies and toddlers
- Plans and delivers other age-appropriate programs for children throughout the year
- Attends local, community outreach events when possible
- Attends workshops and learning opportunities for continuing education to keep up with library trends
- Assists with all aspects of library circulation
- Assists patrons in using computers and other technical support
- Other duties as assigned

### **Schedule**

20-24 hours a week. Including at least 2 Saturdays a month. Must be available Tuesday mornings.

Submit cover letter, resume and three references to [dnicklas@njlibraries.org](mailto:dnicklas@njlibraries.org) by 10/15/2020