

Looking for a great summer job? The library is hiring!

We're looking for a smart, creative, hard-working, and enthusiastic individual to coordinate our annual Summer Reading Club (SRC). As our SRC Coordinator, you will lead a series of activities to encourage a love of books and reading for children. You will gain hands-on experience working with children and families, applying knowledge in fun and creative ways, and working independently.

Job Title

Summer Reading Club (SRC) Coordinator

Job Summary

30 hours/week from June 18 – August 30 (11 weeks). \$15.00 per hour.

Purpose and Responsibilities

Your job is to promote reading and literacy by planning, promoting, and facilitating a fun and memorable eight-week SRC program for children aged 4-12. Training and ongoing support will be provided.

Skills and Education

- Must be familiar with a variety of common computer-based applications.
- Enrollment in a post-secondary program in a relevant field is an asset. Relevant fields include elementary education, early childhood education, library studies, or any field of humanities, sciences, or social sciences with a relevant career interest.

Competencies

- Organization and planning: Plan and promote activities according to a schedule, and coordinate activities with library staff and community members and organizations.
- Initiative: Use initiative to solve problems; work with minimal supervision.
- Enthusiasm: Engage enthusiastically with reading club theme and topics.
- Communication: Communicate goals and structure of the program to staff and community members through written materials and presentations.

Eligibility

To be eligible, you must:

- Be between 15 and 30 years of age at the start of the employment;
- Be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations;
- Be available for the duration of the work period (June 18 - August 30).

How To Apply

Please submit your cover letter and resume by email to saara@crestonlibrary.com. Please include "SRC Application" in the subject line.

This position will remain open until filled. This position is funded by the Government of Canada - Canada Summer Jobs.

We encourage applications from people with disabilities, members of visible minorities and indigenous communities, and new immigrants or refugees who meet the above required qualifications.