



Position: **STUDENT OUTREACH PROGRAM COORDINATOR**

Hours: 30 hours per week, 8 week duration

Rate: \$14.00/hour

Start Date: Monday May 13th 2019

End Date: Friday July 5th 2019

Location: Campbellford Branch Library

The Trent Hills Public Library is seeking a creative and energetic individual for the position of Student Outreach Program Coordinator. Hours for this position will be flexible based on programming needs, some evening and weekend hours are required.

Position Responsibilities:

- Assist in organizing programming for Library events.
- Provide outreach through visits to child care centers, schools, community events, retirement and nursing homes.
- Research and recommend new technology for the Library.
- Performing duties at the circulation desk as needed.
- Provide assistance and training to the public with their technological needs and devices.

Criteria:

- Student must be between 16-24 years of age.
- Student must be a resident of Trent Hills.
- Student must be currently enrolled in a secondary or post-secondary institution, and returning.

To apply for this position please submit a cover letter and resume to:

The Trent Hills Public Library Board – Attention to: Brianne Parr – Children’s Librarian/Assistant CEO by April 30th at 5:00pm, or email to: trenthillslibrary@trenthills.ca.

We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.

