

# Branch Service & Engagement Intern

John M. Harper Branch, Full-Time Contract, 35 hours/week

We are searching for an individual considering a career in libraries to come alongside us for an internship that will provide a robust learning opportunity to dive into many aspects of library life in a supportive environment. Someone who is energized by working with the public and has the ability to make others feel welcomed in their presence. Someone who is highly flexible, adaptable, responsive and willing to go the extra mile to provide support to the team.

*Excited yet?*

## What you'll do:

Welcoming customers into the space providing intentional, customized and proactive service to customers on-site

Support various areas in the library including collections, circulation, programming, shelving and customer engagement initiatives

Assist customers with digital literacy and other library technology.

## What we're looking for:

Education in library studies (Library Tech, MLIS) or related field

Experience working with a variety of ages and demographics in public service

Collaborative, team-player with excellent communication and interpersonal skills

Excellent technology and digital literacy skills

Fluency in multiple languages is an asset

This internship position will run from June to October, 2023. The weekly schedule will total 35 hours and consist of shifts on alternating weekends. Schedule is subject to change.

The starting wage \$27.15 per hour. This position is grant funded therefore eligible candidates must be Canadian citizens, permanent residents or have refugee status in Canada, recent graduates from college/university and between the ages of 16-30.

**To apply,** please submit your cover letter and resume by **June 1, 2023** to [jobs@wpl.ca](mailto:jobs@wpl.ca).

*The Waterloo Public Library welcomes applications from diverse backgrounds including Indigenous persons, Black persons, persons of colour, persons with disabilities, LGBTQ+ persons and others that will contribute to the broadening of our ideas and experiences. For persons with disabilities, accommodations will be available upon request for any aspect of the recruitment process.*