

Library Programmer & Assistant

Eastside Branch, Full-Time Permanent, 35 hours/week

We're searching for an experienced program creator who has the ability to take an idea from conception and bring it to life! A creative individual who is committed to working with an equity-based, welcoming and accessible approach. Preference will be given to candidates with knowledge of environmental literacy and programming with older adults.

Sound like you?

What you'll do:

Brainstorm, create, lead and evaluate effective programs and events for all ages in a variety of formats (in-person, virtually, on/off site)

Assist with initiating and fostering relationships with community organizations to partner with, represent the library at community events

Act as person in charge (PIC) at branch locations as required

Assist customers in the library with reader's advisory, reference and in-library technology

Assist with hiring and mentoring of summer students

What we're looking for:

Collaborative team-player with excellent communication and interpersonal skills

Excellent technical literacy and a desire for continuous learning

Flexible with scheduling to accommodate programs/events and ability travel to different locations in Waterloo

College diploma plus 2 years' experience developing/leading programs

Prior engagement with and/or within Indigenous communities is an asset

The regular schedule will be Mondays, Tuesdays, Wednesdays 9:30 a.m. – 5:30 p.m., Thursdays 1:00 p.m. to 9:00 p.m. and alternating Friday/Saturday shifts 9:30 a.m. – 5:30 p.m. Schedules are subject to change. The ability to work at any library location is required.

Flexibility outside these times for scheduled events is required.

The starting wage is \$54,600 per year (level E). Benefits and OMERS pension provided. WPL offers a casual work environment, support for professional development and *your birthday off with pay!*

To apply, please submit your cover letter and resume by April 16, 2024 at 4:00 p.m. to jobs@wpl.ca

The Waterloo Public Library welcomes applications from diverse backgrounds including Indigenous persons, Black persons, persons of colour, persons with disabilities, LGBTQ2S+ 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.