

Summer Reading Assistant

Join the team at the Moscow Public Library for our annual Summer Reading Program. The Moscow Branch has two openings in Youth Services Department for Teen Summer Employees.

Schedule:

- Two teen (15+) positions:
 - Position 1
 - June 10 - July 12, Monday (10:00-4:30) Tuesday-Friday (10:00-1:00)
 - July 15 - August 15, Monday-Friday (10:00-1:00)
 - Position 2
 - June 10 - July 13, Tuesday-Friday (1:00pm-4:00pm) Saturday (8:30-11:30)
 - July 15 - August 15 Monday-Friday (1:00-4:00)

Wage and Dates:

- \$13 per hour
- June 10 - August 15
- Additional hours during Summer Reading events

Responsibilities:

- Act as the face of our Summer Reading Program.
- Help prepare crafts and create examples.
- Help facilitate Summer Reading Events.
- Actively engage with the public.
- Assist with running program stations and act as a program assistant.
- Staff the Summer Reading Desk; answer questions and assist participants as necessary.
- Log participant information into our online program.

The Ideal Candidate Skills:

Comfortable communicating with large groups of people. Enjoys interacting with the public in a friendly and courteous manner. Must be comfortable working with and assisting children in an age appropriate manner. Must have the ability to work independently and as a team. Must possess creativity and dexterity and be able to use various crafting tools such as scissors, paper cutter, and messy materials such as paint. All Summer Reading Employees must be able to successfully follow directions and complete tasks in a timely manner. In addition, all employees must adhere to the library dress code (including wearing a Summer Reading tshirt).

Application open until filled. To apply please fill visit latahlibrary.org