



Kitchener Public Library

Full-Time Senior Library Assistant, Country Hills Community Library

October 30, 2024
Country Hills Community Library
Full-Time Position
\$54,446 - \$63,126

Who we are

Kitchener Public Library welcomes our community to engaging spaces where people connect, ideas flourish and lives are transformed. Our values are a reflection of who we are and what we strive for as a library.

The principles of equity, inclusion and belonging are present in all that we do. Everything from our spaces to our services is designed to value diversity, foster belonging and respect individual needs.

What we offer

- Comprehensive benefits
- Reliable pension
- Learning and development
- Innovative culture
- Paid time-off



**Comprehensive
benefits**



**Reliable
pension**



**Learning and
development**



**Innovative
culture**



**Paid
time-off**

What you will do

The Senior Library Assistant, Country Hills Community Library will deliver a high level of customer service for all members of the community in a way that meets their unique needs, regardless of age, background or ability level. This includes customers that may be living with addiction, mental illness, or experiencing homelessness.

In this role you will:

- Deliver advanced reference and readers' advisory services
- Provide advanced technology (hardware and software) and digital literacy support through instruction and demonstration for staff and customers
- Connect customers to information, community, and internal resources
- Assist Division Manager with collection maintenance responsibilities
- Work in coordination with Division Manager and Senior Library Assistants to plan and deliver adult programming and outreach
- Research, create and plan programming content

What you bring

- Post-secondary degree
- 1-2 years of library or public service experience
- Demonstrated ability to interact positively and build relationships with customers in a way that meets their unique needs
- Strong written and verbal communication skills
- Proven ability to motivate and direct staff
- Ability to learn new technologies
- Strong problem-solving skills

How to apply

If you are interested in this position, please send your resume and application form to Human Resources via resumes@kpl.org by **Saturday, November 9, 2024**.

Please quote **FT Senior Library Assistant, Country Hills Community Library** in the subject line. To print a copy of our application form, go to kpl.org/jobs.

Accommodations are available upon request for applicants with a disability.