

Employment Announcement

Children's & Teens Program Assistant

Marion Public Library is seeking an energetic and enthusiastic person to fill a position in Children's & Teen Services. This part-time position averages 30 hours per week.

Responsibilities: We are looking for someone who is committed to providing courteous, efficient, and friendly library service to persons of all ages and personalities. Individual must be organized and able to assist in planning implementing programs for youth and teens. Evening and weekend hours as schedule requires.

Hours:

Monday	10-7	8 hours	
Tuesday	10-7	8 hours	
Wednesday	4-7	3 hours	
Thursday	10-7	8 hours	
Friday	4-7	3 hours	
Saturday	11-4	5 hours	(2 per month)

Qualifications: Applicant should be computer savvy and be able to use technology to provide services for all ages. Dependability and customer-service experience required. Flexibility and experience working with these age groups are desired. Individual must be willing to seek state certification (LC 5 or LC 6) under Indiana Library Standards. (See link on the website.) Criminal background check necessary.

To apply: Applications available at the Library Office or Reference Desk 9 a.m.-7 p.m. Monday-Friday. Send a letter of interest, resume, and personal references to Director Mary Eckerle.

Mail: Marion Public Library, 600 S. Washington St., Marion, IN 46953

Email: meckerle@marion.lib.in.us

Opens: Immediately.

Closes: When filled