



## **Job Posting: Summer Programmer**

Westlock Library is looking for a fun-loving, energetic Summer Programmer.

### **Employment Terms**

**The terms of this position are conditional upon 2021 government grant funding. Candidates must be between the ages of 18-30, currently enrolled in a full time post secondary program and be returning to studies in the fall of 2021.**

This is a temporary full-time position (30 hours/ week for 13 weeks) with a start date of May 24, 2021 and ends August 20, 2021. It includes a varied schedule, which may include some evenings and weekends. Wages are \$17.00/ hour.

### **Job Responsibilities**

- Plan, develop, present and promote programs for children ages 3-18, both virtually and in person for our Summer Reading Club Program.
- Create a final report and gather feedback at the end of the summer.
- Provide excellent customer service
- Support other staff members with daily library tasks.

### **Job Qualifications**

- A passion for literacy, enabling youth to grow through reading, writing and technology.
- Comfortable presenting programs virtually and in person.
- Ability to work independently and effectively in a team environment.
- Experience working with children and able to relate to customers of all ages.
- Strong communication and computer skills
- Knowledge of social networking tools
- Experience editing greenscreen programs and using virtual platforms such as Zoom and Facebook Live is an asset.
- Clear Criminal Record Check/Vulnerable Sector Check.

### **To Apply**

- Please apply with a cover letter and resume via email to the Director, Lisa Old at [lold@westlocklibrary.ca](mailto:lold@westlocklibrary.ca) or drop off a cover letter and resume at the Westlock Library.
- Closing Date: Thursday, April 6, 2021 by 6:00 pm.

*Only those candidates selected for further consideration will be contacted.*