

# EMPLOYMENT OPPORTUNITY



Discovery. Inspiration. Connection. *Inclusion.*

## 24-08 Summer Reading Club Coordinator Student Position

The Renfrew Public Library is now accepting applications for a Summer Reading Club Coordinator. Reporting to the Children's Co-ordinator, the Summer Reading Club Coordinator plans, promotes and delivers the Library's annual TD Summer Reading Club. This year's theme is "To the Stars!". The successful candidate will work up to 30 hours per week at a rate of \$17.00 per hour. This position will be temporary in nature, and run from early May to late August.

The successful candidate will plan, prepare, implement, promote and market a variety of creative, imaginative, engaging programs for children ages 2-13. This includes contacting schools and community groups to promote programs, designing ways to engage children online, in-library and out in the community. The successful candidate will also be required to learn basic library procedures as needed.

Find out more info about the TD Summer Reading Program at: [www.tdsommerreadingclub.ca/staff/home](http://www.tdsommerreadingclub.ca/staff/home)

### Qualifications

- Be a full-time high school, college, CEGEP or university student (as defined by their educational institution) in the spring 2024 semester and be returning to full-time studies in the fall of 2024
- Art/crafts, drama or storytelling skills
- Comfortable using online tools for delivery and promotion of services (i.e. Facebook, Zoom, Canva, Instagram, etc.)
- Previous experience working with children and the public considered an asset
- A love of reading and understanding of public libraries
- Good written, interpersonal, public speaking and leadership skills
- Ability and willingness to work as part of a team
- Highly motivated and able to work independently
- Able to work occasional evenings & weekends

For more information about the Renfrew Public Library, please visit: [www.renfrewlibrary.ca](http://www.renfrewlibrary.ca)

***Qualified applicants are invited to submit their resume, stating  
"24-08 - Renfrew Library – Summer Student Reading Club Coordinator – Application"  
by 4:00PM, Monday, March 25<sup>th</sup>, 2024, to:***

Human Resources, County of Renfrew  
9 International Drive, Pembroke, ON K8A 6W5  
EMAIL: [hrinfo@countyofrenfrew.on.ca](mailto:hrinfo@countyofrenfrew.on.ca) (in MS Word or pdf format)

***Thank you for your interest, however, only applicants considered for an interview will be contacted. Accessibility accommodations are available for all parts of the selection process. Applicants must make their needs known in advance. Information collected will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act.***