



88 GREENE AVE, SAYVILLE NY - 631.589.4440 - WWW.SAYVILLELIBRARY.ORG

JOB POSTING: Youth Services Library Assistant (PT)

**Always wanted to work in a library? Love the idea of working with children?
If your answer is yes, then consider applying for this new position!**

Sayville Library is seeking a part-time Library Assistant for a busy Youth Services Department that believes in providing excellent customer service to children and parents.

Job Description:

- Assist librarians in creating library-related social media content.
- Prepare library exhibits & displays; including audiovisual and digital displays.
- Conduct library workshops & programs under the supervision of a librarian.
- Instruct patrons on the use of online resources, navigating the library collection and other related duties.

Qualifications:

- Interested in planning and conducting programs for young children with their parents/caregivers and school age children up to grade 6.
- Skilled with social media, creating displays and promotional materials.
- Forward-thinking, innovative, enthusiastic, able to learn quickly, love to collaborate with co-workers, and possess excellent communication skills.
- Available to work day, evening and weekend hours (up to 17 ½ hours per week).
- Experience working in a library and/or with children is a plus.
- Graduated from a college with federally-authorized accreditation or registration by New York State with a Bachelor's Degree.

Starting pay is \$22.73 hour.

To be considered for this position please e-mail a cover letter, your resume and two references by June 20, 2023 to:

jobs@sayvillelibrary.org

The Sayville Library is an Equal Opportunity Employer (EOE). Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, disability or veteran status.