

Help Wanted



Summer Reading Program Coordinators

Three enthusiastic, highly motivated students are required for the TD Summer Reading Program at the Strathmore Municipal Library. Anticipated employment dates are from June 3-Aug 27, 2024. These temporary, full-time positions are conditional upon grant funding.

The Coordinators will work collaboratively to plan and deliver weekly summer reading activities for children ages 5-17 as well as special events that promote literacy, creativity, and connect families to the library and its resources. Coordinators will provide specialized one-on-one reading support to children who need support. They will support children's book selection to encourage development of literacy skills and independent reading throughout the summer. Coordinators will be responsible for all aspects of the project including program promotion, creating and monitoring a budget, soliciting donations, volunteer recruitment and supervision, program delivery, and program reporting, including a final report and evaluation.

Main objectives:

1. Support children's literacy development through the summer months.
2. Provide accessible and affordable quality programming for children in the community.
3. Provide a fun and welcoming introduction to the library and its services for families who currently under-utilize the library.

Qualifications:

- Full-time student between the ages of 18-30 intending to return to full-time studies in the next school year, legally entitled to work in Canada.
- Enthusiastic about great books and intriguing stories.
- Strong organizational and communication skills.
- Ability to plan and implement programs for children of all ages.
- Ability to work collaboratively, supervising volunteers as required.
- Experience in children's programming is an asset, as is experience with music, drama, crafts, and/or storytelling.
- Successful applicants must produce a criminal record check.
- The library is committed, and diverse candidates are encouraged to apply. If accommodations are needed, please contact the Director using the contact information below.

Hours of work: 35 hours per week, daytimes Monday-Friday with occasional weekend shifts.

Wage: \$18.00/hr

Cover letters and resumes may be sent by email to:

Rachel Dick Hughes
Director of Library Services
Strathmore Municipal Library
85 Lakeside Blvd
Strathmore, AB T1P 1A1
director@strathmorelibrary.ca

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We thank all candidates for their interest. Only those selected for an interview will be contacted. Applications must be received by **Apr 15, 2024**