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Library Posting

NOW HIRING

Youth Services Assistant

The Friday Memorial Library is accepting applicants for a Youth Services Assistant. We are seeking applicants who are passionate about customer service; knowledgeable about materials and programs that appeal to children, teens and families; and able to work individually as well as part of a team.

This part-time position is responsible for assisting the Youth Services Librarian with the daily operations of the Youth Services Department. They will assist children, teens, families and caregivers in the use of library services, facilities and equipment.

Candidates must have the ability to work enthusiastically and effectively with children, teenagers, and adults in the library and community. The ideal applicant will have knowledge of current trends and developments in the library profession and youth services, as well as the ability to develop and implement programs and services for library patrons of all ages.

A minimum requirement of completion of an Associate's degree in a related field plus one (1) year library experience with a focus on youth and families; OR an equivalent combination of education and experience is required.

A range of daytime and evening hours with rotating weekend hours is required of this position. The position will work 20 hours per week, anticipating hiring wage range is \$17.21-19.67, depending upon experience.

To be considered, please submit a cover letter, resume, and completed City Application by 11:00 am on Friday, August 2 to Sarah Reese at sreese@newrichmondwi.gov.