

CAVAN MONAGHAN LIBRARIES

Job Title: Summer Literacy/STEM Co-ordinator

Apply by: Monday, March 19th @ 5:00pm

Description: This position will be focusing on literacy initiatives for pre-school and beyond. This will be done through a combination of STEM activities, movement, drama, arts and crafts along with supporting the TD Summer Reading Program. The student will be responsible for developing a schedule of activities for the summer including a kindergarten readiness program, story-times as well as trying to promote active living.

Compensation

& Hours: Location of work: Millbrook Branch & Bruce Johnston Branch
Up to 10 weeks at approximately 330* hours over the summer from mid-June to September 1st
Normal work week: Tuesdays through Saturdays (Evenings included) – Scheduling to be determined by need
Rate of Pay: \$14.00* per hour plus 4% vacation pay
*Number of hours and rate of pay may be altered based on funding

Qualifications:

- Due to grant that has been applied for, candidates may need to be between the ages of 15-30, currently in and returning in September to full-time study, and legally entitled to work in Canada.
- Experience organizing/working with children in either a recreational or educational environment
- Experience working in a library environment
- Good organizational and people skills, neatness and attention to detail, and the ability to work independently would be an asset
- Demonstrates creativity, initiative, a love of children and books
- Because of the environment this position will be working in, the successful candidate will be required to furnish an original Police Information Search (criminal reference check) dated no earlier than nine months prior to the date of employment

Application

Process: Interested candidates are invited to submit a cover letter and resume to Karla Buckborough by email (resumes.cmlibraries@gmail.com) or to the address Cavan Monaghan Libraries 1 Dufferin Street Millbrook, ON L0A 1G0. Please note position name in subject line of email. We welcome all applicants; however, only those who are considered best fit will be contacted for an interview.

Posted: March 9, 2018

In accordance with Municipal Freedom of Information and Protection of Privacy Act, the information gathered will be used for the purpose of job selection.