



JOB POSTING #18A-22

Title: Library Associate, Part-time

Location: County Library, Westampton

Salary: \$20.92 hourly

Open: 08/03/2022

DESCRIPTION

The Children's Services Department at the County Library seeks an enthusiastic, service-oriented and self-motivated individual to join its team. The ideal candidate will provide exemplary customer service by being attentive, approachable, empathetic and helpful while working with people of all ages and backgrounds, specifically children, teens, caregivers and educators. Other examples of duties:

- Provides outstanding customer service to all library customers.
- Assists customers in locating materials, providing information on library services, and events.
- Staffs the children's service desk and provides reader's advisory.
- Creates and implement story times for babies through preschool age.
- Assists Librarians with collection maintenance, children's event planning, and displays.
- Participates in the Summer Reading Program and corresponding activities.
- Assist Children's and Teen's Department with room set-ups and event hosting.
- Participates in community outreach events.
- Other duties as assigned.

REQUIREMENTS

Education: Graduation from an accredited college or university with a Bachelor's degree.

SCHEDULE

24 hours per week. Schedule to be determined. Includes evenings and weekends.

Submit a resume and cover letter including **Job #18A-22** by August 19, 2022 to jobs@bcls.lib.nj.us.

The mission of the Burlington County Library System is to enrich lives by providing opportunities for learning, growth, and personal development.