



Nevada Public Library

www.nplmo.org

• (417) 448-2770 •

218 W. Walnut St, Nevada, MO 64772

JOB ANNOUNCEMENT

Posted: May 2, 2022

POSITION AVAILABLE:

YOUTH SERVICES ASSISTANT

HOURS/DAYS:

Part-Time Position/ Temporary

DUTIES/RESPONSIBILITIES:

Staff will help plan, execute and document Nevada Public Library's 2022 Summer Reading program and will also assist with daily activities at the library.

Schedule will vary; approximately 10-12 hours per week.

Plan and lead children's library programs during the summer including:

* Maker/STEAM programs (K-5th gr)

* Summer Reading programs (K-5th gr)

Duties include monitoring behavior of children, guidance and instruction for youth activities & library circulation duties, as assigned.

Skills Required:

* Enjoys working with children in a high-energy setting.

* Knowledge of child development, knowledge of children's literature, and the ability to create fun and educational activities for children.

* Providing library service to the general public requires a pleasant demeanor and basic computer skills.

* Clerical work requires basic computer skills with the aptitude of learning additional skills with job training.

HOURLY SALARY:

\$12/hr

APPLICATION:

Please submit resume to : director@nplmo.org

FOR FURTHER INFORMATION

CONTACT:

Jodi Polk, Director

(417) 448-2770

Nevada Public Library is an equal opportunity employer.