

Summer Program Assistant

Position Summary

The Summer Program Assistant will work closely with department staff to assist in the delivery of summer programs for children and teens. The Summer Program Assistant will also help with the delivery of the TD Summer Reading Club at the library. This is a 7-week contract, beginning July 4th, 2017 and finishing on August 18th, 2017. This position is 35 hours per week and includes evening and weekend shifts. The rate for this position is \$11.40 per hour.

Desired Skills

The ideal candidate will possess the following skills and characteristics:

- Experience working with children and families
- Excellent interpersonal, communication, and organizational skills
- A demonstrated interest in the visual or performing arts
- An interest in children's literature

Requirements

- Currently enrolled in high school; at least 14 years of age
- A Vulnerable Sector Check

Interested candidates are invited to forward their resume and covering letter by **June 2, 2017** at 5:30pm to:

Andrea Ciurria, Children's Services Librarian
Bradford West Gwillimbury Public Library,
425 Holland Street West, Bradford, Ontario L3Z 0J2
bwgmailbox@bradford.library.on.ca

We thank all applicants for their interest. However, only those being considered for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act, and will only be used for candidate selection.

The Town of Bradford West Gwillimbury is an equal opportunity employer. Accommodation will be provided in accordance with the Ontario Human Rights Code.