



The Town of Avon Announces the Recruitment for the
Following Position:

Summer Temporary Position Avon Free Public Library

Department: Avon Free Public Library
Reports to: Children's and Teen Services Manager
Date Posted: March 4, 2024

Status: Temporary Full Time 37.5 hours/week
Salary: \$15.69/hour
Closing Date: March 28, 2024

Duration: May/Early June through Mid-August 2024, one summer only. This position will be 37.5 hours per week, most shifts will be 7.5 hours long during regular library hours; shifts can be worked between Mon.-Thurs. 10-6pm, and Fri. 9-5pm. Some evening work could be required to support library events and activities. No benefits with this position. Applications must be received by 4:00 p.m. on the closing date.

To Apply For This Position: Send a resume, letter of interest, and a completed Town of Avon employment application (found at <https://www.avonct.gov/human-resources/pages/job-opportunities>) to intern.afpl@avonctlibrary.info or mail to Avon Library, ATTN: Marisa Hicking, 281 Country Club Road, Avon, CT 06001.

Summary: The Town of Avon, Avon Free Public Library, is hiring a summer temporary position to join the Children's and Teen Department team. The successful candidate will gain valuable library experience working in a busy Children's and Teen Department of a public library, while sharing the joys of summer and our Summer Reading programs with kids, teens, and families. Duties can include looking up books in a library catalog, assisting patrons with finding and recommending titles, assisting with setting up programs, and other tasks, as assigned.

Ideal Candidate should:

- Enjoy working with the public and have great customer service skills.
- Possess previous experience and enjoy working with children of all ages (camp counselor, babysitting, peer tutoring, etc.).
- Possess strong communication and listening skills and be interested in engaging with library patrons and staff.
- Be willing to listen to and support an already established team of Children's Library Specialists.
- Be responsible, dependable, and well organized.
- Be adaptable and willing to learn new skills.
- Be self-motivated and able to work independently.

Minimum Qualifications: Currently enrolled in an accredited college or university undergraduate program and have at least 1 year of undergraduate study completed. Possess a valid driver's license.

Preferred Qualifications: Experience working in a library setting, but it is not necessary to have library experience or be pursuing a library career.

This temporary position is generously supported by the Friends of Avon Library