



Park Ridge Public Library

SUMMER TEEN SERVICES ASSISTANT

Part-Time, Approx. 20 hours/week, early June through mid-August

Seeking an enthusiastic individual to staff the Teen Loft and assist with activities for teens, grades 6-12, for eight to ten weeks this summer. DUTIES include staffing the Teen Loft; assisting with Book Buddies, a literacy program that matches beginning readers with teens; providing teen readers' advisory; assisting with additional programming; and other support duties. REQUIREMENTS: experience working with teens; at least 2 years of college; a general knowledge of libraries and computers; knowledge of young adult literature a plus. Hours are part-time, approximately 20 hours per week, possibly including some evening and weekend hours.

SALARY: \$16.15/hour

HOURS are part-time, early June through mid-August, approximately 20 hours per week, including some evenings.

Applications accepted until the position is filled.

Completed *City of Park Ridge Job Application*, resume, and cover letter are required for consideration.

SEND TO:

Claire Griebler, Teen Services Librarian
Park Ridge Public Library
20 S. Prospect Avenue
Park Ridge, IL 60068

FAX to: 847-825-0001

EMAIL: cgriebler@prpl.org

Job description and *City of Park Ridge Job Application* are available from the Library Business Office, Children's Services or Adult service desk, or online at www.parkridgelibrary.org under "Get Involved/Employment".

E.O.E.