



Library Intern – Young Canada Works

Full-time, Contract

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| Posting Date: | June 27, 2024 | Position Start: | September 9, 2024 |
| Deadline: | July 26, 2024 | Position End: | December 27, 2024 |
| Location: | All branches | Schedule: | 35 hours per week |

Environment

East Gwillimbury Public Library (www.egpl.ca) serves the fastest growing municipality in Canada. East Gwillimbury is a community made up of several growing urban areas and villages and is in the northern part of York Region. We value creativity and pride ourselves on providing excellent customer and employee experiences. Branches are in the communities of Holland Landing and Mount Albert, with a third opening in 2025.

Position Summary

Are you newly graduated? Bring your skills and expertise to the East Gwillimbury Public Library and join a growing team of community-focused professionals. EGPL has a busy year planned:

- A new branch set to open in 2025 with new makerspace equipment, a 35,000-item collection, a recording studio to set up, and all the weird and fantastic learning experiences that aren't always available when you work in a library.
- EGPL's 50th anniversary.
- Ontario Public Library Week and our Giant Used Book Sale.
- A growing community demanding more books, STEAM programs, outreach visits, and everything a modern library can offer.

Which projects will you be involved in? That's up to you!

This internship has core duties to support the IT & Digital Experience department in its core operating tasks, such as digital marketing, STEAM programming, and Makerspace offerings, as well as supporting our front-line circulation and reference staff.

However, the successful Library Intern will be given the opportunity to support projects tailored to your plans for your own career across the entire system. The major projects you will support will be directly guided by what you need to advance your own career in public librarianship.

Regular travel within the community is a component of this position. Weekends and evening shifts will be scheduled.

Qualifications

- Recent graduate with a Master of Library and Information Science degree (or equivalent degree) from an accredited library school.
- Have a sense of fun and enthusiasm for public libraries.
- Possesses a keen interest in services to all ages.
- Ability to work independently and as part of a team.
- Demonstrated experience/interest in working with innovative technologies such as 3D printing, Virtual Reality, Cricut vinyl cutters and more an asset.
- Demonstrated experience/interest in developing and delivering programs for children and youth an asset.
- Strong verbal and written communication skills.
- Ability to travel between library branches and outreach visits.
- Familiarity with SirsiDynix Symphony integrated library system an asset.
- Canadian citizenship, permanent resident status, or refugee status in Canada (non-Canadians holding temporary work visas or awaiting permanent status are not eligible).
- Legal entitlement to work in Canada.
- Between 16 and 30 years of age at the start of employment.

Compensation

Hourly Rate: \$25.00 per hour

Application Process

Please submit your application to: Hiring Manager, jobs@egpl.ca

Applications should be sent as a single PDF file including both a cover letter and resume.

PDF files should be labelled "First Name Last Name – Library Intern Application."

Additional Comments

East Gwillimbury Public Library is committed to creating a respectful and inclusive environment that accommodates all individuals, including those with disabilities. We support the principles of the *Accessibility for Ontarians with Disabilities Act (AODA)* and have established policies, procedures, and practices which adhere to the accessibility standards of the AODA. Should you require any accommodation throughout the recruitment process please notify the contact person identified in this posting.

We thank all applicants for their interest, however only those being considered for an interview will be contacted. Personal information is collected in accordance with the *Municipal Freedom of Information and Protection of Personal Privacy Act* and will only be used for candidate selection.