



students



## Summer Program Coordinator

The **Alnwick Haldimand Public Library** seeks a creative and responsible post-secondary students to lead our **children's TD Summer Reading Program**.

Working closely together and reporting directly to the Library CEO, the successful applicant will plan and implement a variety of programs for children.

### Duties and Responsibilities:

- Plan and execute programs for school aged children for our summer reading program
- Evaluate completed programs and prepare summer-end reports.
- Prepare publicity related to the program.
- Follow a specific summer program budget.
- Performs other library duties as assigned.
- This position requires travel/working between our three branch locations: Centreton; Grafton; and Roseneath

### The successful applicants will:

- Have completed at least one year of an Early Childhood Education/Bachelor of Education degree or diploma and / or have comparable skills or experience
- Demonstrate excellent communication and organizational skills
- Demonstrate leadership skills
- Be experienced and comfortable working with children.
- Be competent with technology (e-mail, word processing, Publisher and/or Canva)
- Be able to work with minimal supervision
- Obtain a clear vulnerable sector police check
- Have a valid G driver's license or transportation between our 3 library branches.

### Additional assets for candidates include:

- Previous programming experience
- Be comfortable reading and speaking
- Knowledge of Children's literature

**Contract Date:** Start date TBD to August 23, 2024

**Hours of Work:** TBD

**Rate of Pay:** \$16.55 per hour

**Please send a resume and cover letter by May 2, 2024 at 4 pm**

### ATTENTION:

Tricia Dunk

Manager of Branch Services

Alnwick/Haldimand Public Library

[publiclibraryoffice@ahtwp.ca](mailto:publiclibraryoffice@ahtwp.ca)

Please use the e-mail subject line: **AHPL TD Summer Reading Club Application**

TD  
Summer  
Reading  
Club  
2024

