LITITZ PUBLIC LIBRARY

Youth Services Assistant – Outreach & Programming

Part-time Assistant Position

Key Responsibilities

- Develop and maintain relationships with local schools, teachers, childcare providers, and other organizations serving school-age children and teens.
- Coordinate and provide outreach visits to schools, daycares, and other community organizations.
- Develop and coordinate programs for school-age children.
- Participate in the planning and implementation of the Summer Reading Program.
- Assist with StoryWalk and other Youth Services initiatives as needed.
- Maintain awareness of current children's and Young Adult literature and programming trends.
- Assist patrons with reference, readers' advisory, technology, and other library needs.
- Communicate regularly with Youth Service Director.
- Participate in staff meetings and professional development.
- Perform other duties as assigned.

Qualifications & Requirements

- Experience working with children and/or teens in a library, school, or similar setting preferred.
- Strong customer service and communication skills.
- Ability to plan and lead age-appropriate programming.
- Strong organization skills.
- Ability to work independently and as part of a team.
- Basic computer skills and willingness to learn library software.
- Ability to work evenings and weekends as needed.

Schedule & Compensation

Hourly Rate:	$16.19 per hour
Weekly Hours:	**15** hours per week

The Lititz Public Library is an Equal Opportunity Employer.