AMYRL: Yancey County Public Library: Job Opening for introductory part-time position

What is a library page? A page is the introductory position to working in the library. The primary job responsibilities of a page are to learn the Dewey Decimal System, to be able to shelve and organize materials, to ensure the library sections are cared for appropriately, and to help patrons find materials. This position is perfect for a person’s first part-time job, a paid intern position, a community member who is recently retired or someone who has some time to help at the library. Must be flexible with filling in when needed and possibly working some evening hours.

Must be able to lift boxes of materials, use book trucks, and be able to empty the book drop. Candidates should be good listeners and communicators and enjoy working cooperatively with co-workers. Tact and courtesy are required when working with all members of the public, and our library system prioritizes empathy and tolerance of all viewpoints. All work is performed under supervision of the Branch Manager & Associate Librarian.

Hours: When needed; Mon-Sat; **up to 10 hrs. per week**

Pay: Hourly ($10 an hour)

Requirements: Must be at least sixteen (16) years of age with a strong work ethic and have a basic knowledge of computer operations.

Submit (1) a cover letter explaining your interest and (3) three references from former employers or organizations/agencies you have volunteered with/partnered with/teachers and/or professor references will also be accepted. No resume required. Absolutely no personal references. Incomplete applications will not be considered. Send two documents as attachments to director@amyrl.org

**Closing Date:** Open until filled.