

**Position Title: Summer Reading Programmer, Temporary**

**Department: Children's Services**

**Reports to: Children's Services Coordinator**

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**Position Summary:**

Love libraries and community? We're looking for motivated students to design, construct and deliver reading-incentive literacy-based summer programs for children and teens aged 5 to 17 years. The reading programmers will develop a program to suit all age groups and ensure that the program delivers continuing education for children throughout the summer.

**Position Responsibilities:**

- To design, construct and deliver summer reading games for children and teens.

**Programs**

- Plans, organizes, presents and evaluates theme and age-based library programs for children, through oral & visual storytelling, world building, drama and puppetry.
- Prepares and creates skill-building activities for children (including problem-solving, gross and fine motor.)

**Leadership**

- Be a St. Albert Library ambassador, maintaining and creating relationships with the community inside and outside of the library.
- Demonstrates leadership as a member of a team, including responsibility in making decisions.
- Assists in the supervision of volunteers.
- Is familiar with the requirements of the Alberta Health and Safety legislation as applicable.

**Decision Making**

- Shared responsibility for decisions relative to the development and delivery of children's and teen summer reading programs with minimal supervision but within supervisory and budget framework.

**Results and Impacts**

- Work directly impacts the ability of the Library to meet the needs of the community in terms of children, teens and their parents' enthusiasm for reading and the library. The work impacts the Library's image in the community at large.

**Knowledge and Skills**

- Post-secondary enrollment in 2025 is required.
- Experience working with children.
- General knowledge of information technology, including proficiency with Microsoft Suite, Google Suite and Canva.
- General knowledge base, including children's development and interests.
- Excellent oral and written communication skills, including tact and diplomacy.

**Interpersonal Skills**

- A genuine interest in serving children and teens.
- High level of interpersonal skills.
- Must be able to work effectively within a team environment.
- Storytelling/performance background are an asset.
- French language skills are an asset.

**Working Conditions**

- Physical and mental stamina are required in this busy multi-tasking environment.
- Combination of indoor and outdoor locations.
- Participation in St. Albert's outdoor Rodeo Parade as promotion for the Summer Reading Game.
- Shift work is required, including evenings and weekends.
- Climbing ladders, crawling and squatting during the program construction are required.
- Must be able to lift materials up to 40 lbs.

**Conditions of Employment**

- Successful applicants are required to obtain a Vulnerable Sector Check to submit on or prior to the first day of employment.
- Additionally, the successful applicant may be required to supply a clear driver's abstract.

**Hours per week: 35**

**Wage: \$18.46 per hour**

**There are two time periods in which the positions run:**

- **May 5-August 22 and**
- **May 26-August 22**

**Closing date:** Sunday, February 23, 2025

**To apply:** Please email cover letter and résumé to Ashley King, [aking@sapl.ca](mailto:aking@sapl.ca).