



EXTERNAL JOB POSTING

LIBRARIAN

(1 contract full-time position available)

ORGANIZATION:

Aurora Public Library is a vibrant community space that sparks learning and creativity. We offer early literacy programs, literary and cultural experiences, a Creative Studio, online learning, extensive print and digital collections, and comfortable seating for meeting, collaborating and socializing. Our community-led approach reflects a social contract with our community to deliver collections and services in collaboration with the needs of our residents. For more information, visit our website at www.aurorapl.ca.

POSITION SUMMARY:

The Librarian develops and promotes Library collections, services and programs, including electronic services and outreach programs. Providing information and readers' advisory services to the public, the Librarian plans, executes, promotes and evaluates programs and services in a team environment.

This is a full-time, 6 – 12-month contract, reporting to the Manager, Customer Opportunity.

QUALIFICATIONS:

- Successful completion of a Master of Library and Information Science degree from an ALA accredited university
- Two years professional experience in public libraries in the role of a librarian
- Two years' experience delivering information and readers' advisory services and in development and facilitation of library programs

SKILLS & ABILITIES:

1. Ability to lead, direct and motivate staff while acting as building supervisor.
2. Excellent communication, conflict resolution and public relations skills to deal tactfully with both customers and colleagues.
3. Demonstrated ability to collaborate with colleagues and external partners to develop programming and outreach that benefits the community.
4. Demonstrated commitment to delivering outstanding library and customer service and a passion for continued professional growth.
5. Strong leadership skills with the ability to work collaboratively and positively encourage all members of the team.
6. Excellent interpersonal as well as organizational, planning and communication skills.
7. Professional library skills that include providing exceptional reference, information, collection development and readers' advisory service.
8. Capacity to use social media platforms and online tools to promote library services and engage the community.
9. Demonstrated program development and in person as well as virtual facilitation skills of programming that integrates technology and creativity.
10. Drive for continued professional development and building up of collection knowledge

11. Experience in the planning, implementation, promotion and evaluation of library and outreach programming.
11. Demonstrates excellent knowledge, ability and aptitude for technology and electronic resources, with proven skills in providing effective customer assistance and instruction in the use of technology.
12. Strong oral and written communication, interpersonal and leadership skills.
13. Ability to be flexible and adapt to changing objectives and priorities in a team environment.
14. Demonstrated commitment to a change orientation and innovation in service delivery.
16. Commitment to a customer-centered service model.

STARTING SALARY: \$36.03 per hour

WORKING CONDITIONS:

This position falls within the Library's Bargaining Unit – CUPE Local 905.27 APL Unit. The incumbent works 70 hours bi-weekly, including evenings and weekends according to an established schedule.

APPLICATION:

Please email your resume and cover letter to: jobs@library.aurora.on.ca
Attention: Human Resources, quoting **LIBR 2024 (Contract)** in the subject line
Aurora Public Library
15145 Yonge Street
Aurora, ON L4G 1M1

The Library will require a current Vulnerable Sector Screening from the successful applicant as a condition of employment.

APPLICATION DUE DATE: 04:00 p.m., Friday, July 19, 2024

The Library thanks all applicants for their interest, however, only those selected for an interview will be contacted. The Aurora Public Library is pleased to accommodate individual needs in accordance with the *Accessibility of Ontarians with Disabilities Act, 2005* (AODA). If contacted regarding this competition, please advise the interview coordinator or email jobs@library.aurora.on.ca of accommodation measures you may require during the selection process. Information received relating to accommodation needs of applicants will be addressed confidentially.