



EXTERNAL JOB POSTING

Library Page (3 permanent part-time positions 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:

Library Pages play a key role in the provision of library services to the community. Responsible for properly shelving materials in a timely manner, sorting materials and maintaining the appearance of public spaces, Library Pages are valued employees. They are reliable, hard-working individuals capable of working on their own, knowing that their contributions support the larger team effort.

There are three permanent part-time positions currently available, all reporting to the Manager, Collections and Access.

HOURS OF WORK:

2 x 27 hours per two-week period, including evenings and weekends
1 x 42 hours per two-week period, including evenings and weekends

QUALIFICATIONS:

- Fourteen years of age or older
- Requires frequent lifting and carrying of library materials (up to 20 lbs); pushing and pulling full book carts; and frequent stooping and reaching to meet shelf heights
- Requires the ability to accurately read spine labels and shelve items alphabetically and numerically

DUTIES AND RESPONSIBILITIES:

1. Sort incoming library materials onto trucks
2. Shelf library materials according to Dewey Decimal Classification System
3. Organize and maintain shelves in proper sequence, including shelf reading to ensure accuracy
4. Refer patrons to appropriate service points
5. Tidy Library at closing
6. Empty Book Drop
7. Responsible for observing and following all established occupational health and

safety procedures, to be aware of hazards in the workplace and preventative measures taken. Takes an active part in protecting oneself, fellow staff members and library property by reporting all hazardous conditions and unsafe work procedures. Adheres to the Aurora Public Library Health and Safety Policy.

8. Performs other duties as assigned.

STARTING SALARY: \$17.10 per hour (student rate)
 \$18.13 per hour (adult rate)

This is a bargaining unit position, CUPE Local 905.27 APL Unit.

APPLICATION:

Please email your resume and cover letter to: jobs@library.aurora.on.ca.
Please quote Page 2026 in the subject line.

Attention: Human Resources
Aurora Public Library
15145 Yonge Street
Aurora, ON L4G 1M1

APPLICATION DUE DATE: **Friday, June 12, 2026 4 p.m.**

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.
