



WE'RE HIRING!

Library Associate – Outreach & Programming

The Galesburg Charleston Memorial District Library is accepting applications for a Library Associate - Outreach & Programming. Primary responsibilities for this position include developing and promoting library programs, acting as liaison with the community both in-person and via social media, and assisting patrons with normal, day-to-day library services.

This part-time position includes day and evening hours, as well as up to two Saturdays per month, up to 30 hours per week. Pay is commensurate with experience, starting at \$13.00 per hour.

The ideal candidate will be dynamic, positive, friendly and team oriented. Must be passionate about providing exceptional customer service and be able to work with interruptions. Demonstrated programming and customer service experience required, bachelor's degree or equivalent education preferred. Knowledge of library principles and practices or library experience preferred.

Full job description and applications are available at the Library or online at www.galesburgcharlestonlibrary.org. No phone calls, please.

Completed applications can be mailed to Galesburg Charleston Memorial District Library, 188 East Michigan Avenue, Galesburg, MI 49053. Digitally scanned copies (no photos / images) can be emailed to director@gcmdl.org.

Applications will be accepted through October 31, 2022.

We thank all applicants for their interest, but only candidates chosen for an interview will be contacted.