

Pending Funding

Access to Technology Assistant

Location: River John and Pictou CAP Site/Library

Proposed start date: July 6th, 2017

Pay rate: \$10.85/hr 35hrs/wk

Position Scope

Reporting directly to the Community Technology Manager and the Children's Services Librarian with guidance from the Branch Assistant, the Access to Technology Assistant will be working out of the River John Library 2 days per week and Pictou Library 3 days per week. All duty requests come directly from these individuals.

Experience with 3D printing, robotics and game application development would be an asset.

Duties and Responsibilities (including, but not limited to)

- Implement and conduct programs for youth and adults in the community
- Available for technical assistance to patrons using computers
- Offer one on one and group training sessions
- Project duties as requested
- Drafting publicity materials and promoting the Library and CAP Site
- Collect and compile weekly statistics and submit to both supervisors.

Qualifications

- Between the ages of 15 and 30
- Must be returning to school in the fall
- Ability to work with little supervision
- Working knowledge of computers
- Excellent written and verbal communications skills
- Valid drivers license and transportation

Cover Letters and Resumes must be submitted no later than July 4th:

Melanie Pauls
mpauls@nsgp.library.ns.ca
(902)863-9318