

The Community Access Program invites applications in Pictou County for the following position

Access to Technology Assistant

Locations: New Glasgow, Stellarton and Westville CAP Site/Library

Proposed start date: June 13th, 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 New Glasgow Library 3 days per week and Westville Library 1 day per week and Stellarton 1 day per week. All duty requests come directly from these individuals.

Experience with 3D printing, scanning, robotics and game application development will be considered an asset.

Duties and Responsibilities (including, but not limited to)

- Implement and conduct technology programs for children and adults
- Available for technical assistance to patrons using computers
- Assist with the Summer Reading Program
- 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 June 8th:

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