

**Pictou Antigonish Community Technology invite applications in Pictou County for the following position**

### **Access to Technology Assistant**

**Locations: New Glasgow and Trenton Library**

**Proposed start date: June 26<sup>th</sup>, 2018**

**Pay rate: \$11/hr 35hrs/wk**

#### **Position Scope**

Reporting directly to the Community Technology Manager and the Children's Services Librarian with guidance from the Branch Assistant, all duty requests come directly from these individuals. The Access to Technology Assistant will be working out of the New Glasgow Library 4.5 days per week and Trenton Library one afternoon per week for an eight-week term.

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, tablets and other devices
- Assist with the Summer Reading Club including registering participants online
- Project duties as requested
- Drafting publicity materials and promoting the Library and Community Access Site
- Collect and compile weekly statistics and submit to both supervisors.

#### **Qualifications**

- Under the age of 30
- Must have attended school in 2018 and 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
- Ability and willingness to work with children and youth

**Cover Letters and Resumes must be submitted no later than June 11th:**

New Glasgow Library  
PO Box 276  
New Glasgow, NS  
B2H 5E3  
mpauls@nsngp.library.ns.ca