



JOB POSTING

The Whatcom County Library System values diversity and inclusion and we are interested in hiring candidates that are representative of the communities and patrons we serve.

POSITION: Youth Services Assistant

DEPARTMENT: Youth Services

SALARY: \$17.06 per hour (Pay Level 7); additional \$0.30 per hour Bilingual Pay premium available for employees who pass a language assessment in ASL, Punjabi, Russian, Spanish, or Ukrainian

BENEFITS: Social Security, retirement, long-term disability insurance, medical, dental, and optical insurance; paid vacation and sick leave, EAP, and a fun and innovative work environment that values the contributions of our employees.

UNION: This position is represented by AFSCME, AFL-CIO Local 1581

WORKING HOURS: 40 regular scheduled weekly hours, including some evening and weekend shifts. *Successful candidates may be required to adapt to future schedule changes depending on library needs.*

LOCATION: Regular hours at the Lynden Library, 216 4th Street, Lynden, WA

DUTIES: Delivers library service to children and their families, in libraries, in schools, wherever young people are; promotes reading, curiosity, information literacy, and library use; assists patrons of all ages by providing a high level of customer service in a complete range of patron services. Accesses information through the use of the electronic catalog and other library tools. Promotes a welcoming, informative, and educational environment for children at the Lynden Library and acts as a liaison between Youth Services and the Lynden Library. Duties include presenting storytimes to preschoolers highlighting the 5 practices of reading readiness, leading library tours, speaking to school groups and supporting the ConnectED program, designing and hosting children's programs inside and outside the library, coordinating summer reading programs at the branch for children; and performing collection maintenance tasks related to youth areas. Provides reference and readers' advisory, checks materials out, maintains the security of the library, and performs similar tasks as required.

QUALIFICATIONS: Excellent interpersonal skills required: ability to communicate effectively and appropriately with people from diverse backgrounds, especially children, and work harmoniously with the public and other staff members is essential. Ability to inspire a love of reading and curiosity about the world in children through engaging storytimes, booktalks, and other presentations and programs at libraries, schools, and in the community. An interest in popular culture. A belief that anyone can become a reader at any age. A sense of humor. A passion to learn new things continuously. Ability to gain working knowledge of Whatcom County Library System's policies and procedures; ability to uphold intellectual freedom standards and Whatcom County Library System's commitment to Equity, Diversity, and Inclusion. Attention to detail, computer knowledge, and keyboarding skills required. Requires the ability to speak, understand, and write English clearly and concisely. Requires Associates Degree and one or more years of relevant experience; or equivalent training, education and/or experience. **Experience working with children, and interest and knowledge of literature for young people strongly preferred.** Requires physical and visual ability to utilize reference sources and to manipulate equipment. Work requires considerable physical effort in the handling of materials up to 30 pounds and/or continual standing or walking 90%+ of the time. New employees are subject to a CRC (criminal records check) per RCW 43.43.832.

The library is an *EQUAL OPPORTUNITY* employer. All qualified applicants will receive consideration without regard to race, ethnicity, religion, color, age, gender, marital status, sexual orientation, gender expression or identity, status as an actual or perceived victim of domestic violence, sexual assault, or stalking, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability, honorably discharged veteran or military status, or any other legally protected class.



JOB POSTING

POSTING DATES: Wednesday, 09/15/2021 through Thursday, 10/07/2021

APPLICATION: Submit a completed WCLS Application Packet* via email, mail, or hand delivery **by 5:00 pm on Thursday, 10/07/2021** to:

Thom Barthelmess, Youth Services Manager
Whatcom County Library System
5205 Northwest Drive
Bellingham, WA 98226
Phone: (360) 305-3605

Email: ysa@wcls.org

*** APPLICATION PACKETS MUST INCLUDE:**

- Completed [WCLS Employment Application](#) (available at the address above, any branch library, or online at <https://www.wcls.org/work-with-us/>.)
- Résumé and cover letter that illustrates your past experience and/or training working with children and how it would help you meet the demands of this position.
- A response of one page or less to the following questions: What barriers to public library service might young people and families face? What strategies could a public library employ to remove those barriers? What skills or experiences could you contribute to those strategies?

JOB BEGINS: As soon after hiring as possible

SELECTION: Selection criteria may include the contents of the application, an oral interview, and a skills test. Selection of applicants for further consideration and/or possible testing will be determined by the information supplied by the applicants on their applications and accompanying documents. It will be the responsibility of the applicant to supply sufficient information and detail on the application to permit WCLS to properly determine the applicant's qualifications, abilities and attributes as they relate to the listed position. Interviews will be scheduled ONLY with best qualified applicants, based upon applications, resumes and other documents received, and test results. Applicants who need accommodation during the application, testing or interview process should contact Human Resources.