

ROLE DESCRIPTION:

PROGRAM HELPER

The Arlington Public Library has many programs and resources geared toward different age groups. Story time, educational materials, tutoring, technology, and reading based services are just a few of the various services provided to help create paths for a child's growth. Program Helpers assist and work side-by-side with staff to prep and facilitate children's and youth programming.

RESPONSIBILITIES:

- Help with prep/setup, implementation, and cleanup of programs

QUALIFICATIONS/SKILLS REQUIRED

- Must be 18+
- A love for children and reading
- Creativity
- A pleasant and friendly attitude and demeanor
- Ability to communicate well with others
- Patience
- Ability to work with and get along with diverse groups of people
- Knowledge of other languages other than English is helpful, but not required

TIME/COMMITMENT

- Flexible, dependent upon programming schedule and needs

BENEFITS

- Acquire new skills and gain work experience
- Use as job reference/resume
- Give back and participate in community outreach
- Gain service hours
- Make a difference in someone's life
- Build new relationships
- Support library staff