



Job Description

Enthusiastic, hardworking individual wanted to serve patrons of all ages at Ephesus Public Library in Ephesus, Georgia. This is a part-time position, approximately 19 hours per week at \$10.00 per hour. Position includes some evening and weekend hours.

Job Duties

- Prepare and perform story times and develop programs for children, toddler to age 8.
- Partner with Ephesus Elementary School, Baby Braves and other community resources.
- Perform general circulation duties including but not limited to: checking materials in and out for patrons, registering patrons for library cards, assisting patrons with finding materials, and shelving of library materials.
- Some help with teen programs and decorating required.
- Other duties as assigned.

Requirements

Experience with children a must. Good typing/filing skills, experience with computers, and good customer service skills a must. Must be able to bend, stoop, reach, lift, and carry 35 pounds, and push loaded book cart without assistance. Creativity and a positive outlook are a plus! Employment is contingent upon a satisfactory background check.

To Apply

Please submit a cover letter, resume, and three references to jobs@wgrls.org or apply online at wgrls.org/about/careers/

Position open until filled.