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and Complies with the
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**CHESTER COUNTY LIBRARY
& DISTRICT CENTER
AND HENRIETTA HANKIN BRANCH**



Requisition# 00143
Title PT Library Assistant – Youth Services
Department Chester County Library
Location 450 Exton Square Parkway, Exton, PA

The Chester County Library, Exton branch, is accepting applications for a Library Assistant - Part Time. This part-time position is responsible for serving children and teens and their families in a high volume, fast paced District Center Library. The Youth Services Department has an annual circulation of 400,000 plus items, and a collection of more than 75,000 items. The department offers 15-20 programs per week, an active outreach program, and more. The staff member assuming this position will be responsible for planning and presenting Sprouts storytimes for two-year-olds and occasional family storytimes on Saturdays, as well as assisting with other programs and reference and readers' advisory services.

This position requires a high school diploma, with a BS in early childhood education, elementary education, or children's literature preferred. Some knowledge of and enthusiasm for children's and young adult literature, knowledge of child development, and experience planning and presenting programs is a plus. Candidates should have excellent oral and written communication, organization and teamwork, enthusiasm, flexibility, energy, and a genuine enjoyment of work with library customers of all ages.

All library positions require the following criminal background and child abuse clearances: Report of criminal history from the Pennsylvania State Police (PSP); Child Abuse History Clearance from the Department of Human Services (Child Abuse); and Fingerprint based federal criminal history submitted through the Pennsylvania State Police or its authorized agent (FBI).

Position Type: Part-Time / Non-Exempt

Salary Information: \$10.00 per hour

Shift: Hours will vary by week including nights and weekends.

Weekly Hours: 15

Deadline: Applications will be accepted until position is filled.

Original posting date: July 25, 2019

To apply, contact County of Chester Human Resources:
Apply online at www.chesco.org; Job Inquiries: 610-344-6698