

# Library Page

## Winnebago Public Library

The Winnebago Public Library is looking to hire a part-time library page for approximately 8 hours per week. The individual seeking this position must possess the following abilities: to file library material alphabetically and numerically, to communicate verbally and in writing with other library staff and with the public, and to follow verbal and written instructions. This position requires that an individual be able to work without direct supervision. The person applying for this position must possess the physical ability to push and pull loaded book carts, to bend, stretch, and kneel and to climb on, and balance on, a kick stool. The duties for this position include, but are not limited to, sorting and shelving library materials, shifting collections as necessary, creating displays/dismantling displays, and assisting with cleanup procedures. The ideal candidate for this position must be able to work evenings and weekends, to work with others, and cooperate with all library staff. A library page will be expected to participate in training sessions and carry out additional duties not already listed above. The successful candidate must have the ability to work in concert with library administrative staff and within the Library's guidelines and policies.

The Winnebago Public Library does not and will not discriminate in the employment and personnel practices on the basis of race, sex, age, handicap, religion, national origin or any other basis prohibited by applicable law.

If you are interested in applying for this position, please request an employment application from the Library service desk.

Decision will be determined no later than March 31, 2018 (but may be sooner), any applications received after that date will be included in our application file for future employment opportunities. Please call ahead of time to see if position has been filled.

Posted March 13, 2018