

The Town of Gibbons is accepting cover letter and resumes for the following position:

POSITION TITLE: Library Facilitator
REPORTS TO: Library Manager
Contract: January 23 to March 27, 2025 (10 weeks)
Thursday's 1:00pm-3:00pm, Saturday's 10:00am-12:00pm

Under the supervision of the Library Manager this position is responsible for the development of new programming within the Gibbons Municipal Library. Functioning in a team environment, the Library Facilitator will provide and support program planning and implementation of two new innovative programs: Creative Connection and Storytime Social. They will ensure the strategic goals of the Gibbons Municipal Library funding and grants partners are met through delivery of programs, information and referral services, and library customer service.

Roles and Responsibilities:

- Development of programs that align with the Gibbons Municipal Library strategic plan and grant funders,
- Develop, promote, and present two new innovative programs Creative Connections and Storytime Social,
- Connect children and family to library and community resources,
- Works with the Library Team, ensuring awareness of the library's programs,
- Facilitates a welcoming environment for community participants.
- Provide all materials and supplies to facilitate program.

Qualification and Requirements:

- Early Learning and Childcare Certificate, Library Technician, or equivalent education,
- Previous experience within a library setting
- Great organizational skills,
- Excellent communication and public relations skills
- Emergency First Aid, AED, and CPR.

Competitive compensation

Application Deadline: **Friday, January 3rd, at 12:00pm (noon)**

Please forward cover letter and resume to:

librarian@gibbonslibrary.ab.ca