

## **The Hanover Public Library is hiring Summer Program Assistants!**

We are looking two enthusiastic and creative individuals to join our team during the summer months. As Program Assistants, the candidates will be working with our Child and Youth Services Librarian to provide engaging and educational programming to children and teens in our community.

Start date and hours are flexible, and will consist of primarily week days from 9am to 3pm, but may also include the occasional weekend or evening shift. These positions are will only be available to individuals that apply for the Young Canada Works Program, the library being a successful recipient of the YCW grant is also necessary for these positions.

### **Duties and responsibilities:**

- Assist with the library's annual Summer Reading Club: helping to provide a variety of literacy-based activities, contests, and challenges both online, and in-person
- Provide reading support for children and youth: offering help selecting books, setting goals, and tracking individual progress
- Assist with planning, promoting, and running events for families within the community, while partnering with other local organizations and businesses
- Provide technology assistance to library users, including youth and seniors

### **Our preferred candidate would:**

- Enjoy, and have experience working with children
- Have excellent computer skills, be familiar with internet services and social media platforms, and be comfortable creating online media content
- Be patient, calm, confident, and creative, and able to communicate well with people of all ages
- Have a clean vulnerable sector police reference check

**As required by Young Canada Works (YCW), the candidate MUST** have been a full-time student in the semester before the YCW job, and intend to return to full time studies in the semester after the summer. For additional grant requirements please visit the Young Canada Works website: <https://young-canada-works.canada.ca/>

### **Position:**

Duration - 12 weeks; flexible; mid-June to end of August

Hours - average 30 hours/week

Pay Rate - \$19/hour

You can apply by emailing the library directly or through the Young Canada Works website. Please contact us if you have questions about the job or the application process.

### **To apply, send:**

- a cover letter,
- your résumé
- a brief outline of programming ideas to keep children and youth engaged and reading throughout the summer

Apply by end of day on Sunday, April 17<sup>th</sup> 2026

Attention: Carolyn Caskanette

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