

## **PART-TIME TEEN PROGRAMMING ASSISTANT II**

### **GENERAL STATEMENT OF DUTIES**

Under the direction of the Head of Youth Services provides programming for teens in grades 6 to 12.

### **DESCRIPTION OF DUTIES**

Responsible for organizing and performing all teen programs. Provides in-person and virtual programming.

Maintains knowledge of popular reading materials, pop culture, and activities for teens in grades 6 to 12.

Creates content and maintains social media accounts, including Instagram and TikTok.

Suggests book, game, and graphic novel purchases for the YA collection.

Maintains relationship with local schools, introducing programs and book discussions.

Manages teen volunteers.

Works with the Children's Department and Public Services Department to provide multi-age programs.

Performs related work as required.

### **SCHEDULE AND PAY**

Up to 19 hours per week, including two evenings per week and one Saturday per month. The hourly pay rate is \$19.

### **EXPERIENCE**

One year of relevant experience preferred.

### **ADDITIONAL REQUIREMENTS**

The completion of a Bachelor's Degree.

Pennsylvania criminal, child abuse, and FBI background checks required.

To apply, email cover letter, resume, and list of three professional references by February 24, 2023 to: Elena Maddox, Head of Youth Services, Marple Library, [macsd@delcolibraries.org](mailto:macsd@delcolibraries.org).