



**Position:** Summer Library Page (Seasonal/Temporary)

The Kewaskum Public Library is looking for a friendly, hard-working student for summer employment as a Library Page. The Library Page is responsible for shelving materials and keeping the shelves and library neat. This position will also assist the Children's Librarian with summer programs.

**Salary:** \$8.98/hour

**Schedule:** The hours are 8 to 10 a week with day, evening and Saturday shifts. The schedule may vary each week. This position runs through the summer months and ends in August, 2019.

**Benefits:** None

**Primary Job Duties:**

- Sorts and shelves books, magazines, and other materials.
- Shelf reads to keep materials neat and in proper order.
- Helps staff with item displays.
- Assists with library programs.
- Performs other duties as assigned.

**Required Qualifications:**

- Enrolled in high school, high school diploma or equivalent.
- Desire to serve the public.
- Ability to understand and follow oral and written instructions.
- Ability to establish and maintain effective relationships with co-workers and library patrons.
- Ability to lift to 50 lbs. and push heavy carts.
- Ability to alphabetize and put things in numeric order.
- Must be reliable, punctual and well-groomed.

Starting Date: Training will begin the week of May 27, 2019. Applications will be received until Wednesday, May 8, 2019 at 5:00 PM. Applications may be picked up in the library or printed from our website at [Kewaskum.lib.wi.us](http://Kewaskum.lib.wi.us).