Vaughan Public Libraries

Job Title:	**CREATION ASSISTANT – LEARN IT!**
Recruitment Ref #:	**CSA 2024 LEARN**
Location:	Bathurst Clark Resource Library
Salary:	$20.05
Start Date:	June 10, 2024
Duration:	9 Weeks (August 2024)
Hours:	35 hours per week.

Responsibilities	Assist in the implementation of programs and services in Learn It - the digital creation lab for children. Contribute to the development and delivery of digital creation lab resources and services to library customers. Support the Digital Creation Specialist in the daily operation of programs and services including assisting with creating and running learning programs/activities for children and families, facilitating access, troubleshooting and maintaining resources and technologies. Duties will include working with individuals in the Learn It! lab, troubleshooting technological issues with equipment, providing support to users, and creating and updating training and troubleshooting documents for use by library staff and other space users. Duties may also include promoting creation space services in the community.
Requirements:	• Current student or recent graduate with a post-secondary degree in digital media, information studies, education or a related STEAM discipline. • Demonstrated experience with technologies such as 3D printing, robotics, circuitry, graphic design, coding, and/or digital photography. • Demonstrated enthusiasm for working with children, and their caregivers in a public library environment. • Demonstrated ability to communicate effectively, verbally and in writing. • Bilingual in French/English preferred. • Ability to speak other languages relevant to the community is an asset. • Ability to follow instructions. • Ability to lift and carry. • Meets the Candidate Eligibility Requirements of the Canada Summer Jobs program
How to Apply:	Applicants for this position must submit an up-to-date resume, accompanied by a covering letter stating the position and recruitment reference #CSA 2024 LEARN. Incomplete submissions will not be accepted. Applications should be addressed to: The Recruitment Office, Vaughan Public Libraries, 2191 Major Mackenzie Drive, Vaughan, Ontario L6A 4W2. Submissions are accepted by email at vpljobs@vaughan.ca.
Closing Date of Posting:	**NO LATER THAN WEDNESDAY, MAY 8, 2024 AT 4:00 PM**
For further information:	Contact Mélanie Raymond, Area Manager East, at 905-653-7323, ext. 4126.

Other:	In order to qualify for permanent employment within any department or service location with the Vaughan Public Library Board, an applicant must not be related to any member of staff of that department or service location. Vaughan Public Libraries aspires to employ a staff that fully represents the diversity of the community we serve. VPL is committed to equity in its policies, practices, and programs, and we support diversity in our services to the public, our staff complement and in the work environment. All qualified individuals who would contribute to the further diversification of our organization are encouraged to apply. Vaughan Public Libraries is a proud recipient of the Angus Mowat Award of Excellence, awarded by the Ministry of Tourism, Culture and Sport for our Belonging Initiative. This celebrated an all-encompassing movement toward diversity, equity and inclusion across the entire organization — in our corporate culture, our operations and our relationship with the community, through services, resources, programming and spaces. Vaughan Public Libraries is committed to the principles of the Accessibility for Ontarians with Disability Act (AODA). As such, we strive to make our recruitment, assessment, and selection process as accessible as possible and provide accommodations as required for applicants with disabilities. If you require any accommodations at any point during the application and hiring process, please contact vpljobs@vaughan.ca. Vaughan Public Libraries is also committed to ensuring that confidentiality is maintained throughout all aspects of the recruitment cycle.