



Loutit District Library

Expanding Horizons. Enriching Minds. Engaging Community.

Job Posting

Library Assistant II – Reference & Information (Part-time)

Do you enjoy solving information mysteries and going down Google rabbit holes? Are you the go-to person in your friend group for recommending books and movies? Do you want to make a difference by building relationships in your community? If you answered yes to these questions, you may be the perfect person to join the Reference & Information team at Loutit District Library! The position involves extensive work with the public in answering questions, recommending library materials, and providing technology assistance.

Schedule: The schedule for this position includes one evening per week and weekend rotations.

Qualifications: A bachelor's degree or equivalent experience, computer proficiency, and a flexible schedule are required. Public library experience preferred. Proficiency in a language other than English is highly desired.

Compensation: Hourly rate for this position is \$16.00 per hour. This position includes PTO, vacation, sick time and paid holiday time.

To Apply: Submit a cover letter, resume, and three professional references in PDF format to Amy Bailey, Assistant Director of Library Services, via email at abailey@loutitlibrary.org. Position open until filled. To view the full job description visit bit.ly/workatloutit.

Loutit District Library does not discriminate on the basis of age, color, national origin, sex, height, weight, marital or veteran status, religion, age, or handicap in employment or the provision of services. Loutit District Library is a drug-free workplace and is an Equal Opportunity Employer.

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