



## **Library Assistant Position Available at Bethel-Tulpehocken Public Library**

Bethel-Tulpehocken Public Library is looking for a part-time employee to work 10 or more hours per week.

The ideal candidate:

- Has scheduling flexibility and weekend availability
- Interacts patiently with the public and with children
- Communicates and adapts well
- Is self-motivated and reliable

Pay starts at \$12 per hour.

Benefits include a flexible schedule and positive work environment.

**Applicants must be 18+, friendly, and computer literate.**

Library assistants work with the public to get them the data and resources they need. Library employees show empathy and maintain the privacy of all library visitors. They work as a team to help visitors in many ways, maintain the library's collection, assist with programs and events, help computer users, find and organize materials using circulation software, and assist the director and children's librarian in completing projects.

**If interested, submit your resume and availability to:**

[director@btlib.org](mailto:director@btlib.org)

or deliver to 8601 Lancaster Ave, Bethel, PA 19507

All individuals must pass Child Abuse, PA, and FBI clearances before beginning paid employment or volunteer work at the library.