



OWEN SOUND & NORTH GREY UNION PUBLIC LIBRARY
requires a
Youth Services Assistant, Part-Time (Teens) Posting #26-02

The Library is seeking a part-time Youth Services Assistant with a focus on teen programming for a 1-year contract. The Youth Services Assistant must be able to offer high quality customer service to library users. The successful candidate will be passionate about supporting teen services at the Library and driven to provide high quality programming for teens.

This is a part-time (17.5 hours/week, plus additional hours as part of the department's Saturday rotation), contract position, with a starting wage of \$28.48. The Youth Services Assistant would be expected to work mostly afternoon, evening, and Saturday shifts, and may be required to work during statutory holidays. This position has an anticipated start date of May 12, 2026.

Essential Functions

- Plan and present multiple monthly programs for students in grades 7-12
- Conduct class visits and provide Library outreach to high schools
- Staff the Youth Services Information Desk and providing exceptional customer service, reader's advisory, reference assistance, and technical support

Required Knowledge, Skills and Abilities

- Post-secondary education relevant to education or public library
- Experience presenting programming for children and teens
- Knowledge of teenage development
- Working knowledge of library services and procedures
- Intermediate reader's advisory experience or knowledge of young adult books preferred
- Ability to understand the needs of library customers, specifically teens, and connect them to the right resource or service at the right time
- Excellent interpersonal, teaching, presentation, training (one-on-one and small group), and communication skills
- Research and problem solving skills.
- Ability to learn and demonstrate library's automated systems and self-service tools.
- Ability to help customers with their basic computer needs, including, but not limited to, e-mail, answering Microsoft product questions, and navigating the Internet.
- Ability to operate audio-visual equipment, smart phones, mobile devices, computer hardware and software, and quickly learn new databases and consumer devices including (and not limited to) e-readers, tablets and personal computers.
- Valid driver's license required

Submit a cover letter and resume marked confidential, no later than Friday, April 17, 2026 at 5:00 pm to:

Nadia Danyluk, Deputy Chief Librarian
Owen Sound & North Grey Union Public Library,
824 1st Avenue West, Owen Sound ON N4K 4K4
Fax to : 519-376-7170
E-mail to: ndanyluk@library.osngupl.ca

We thank all applicants for their interest; however, only those being considered for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act, and will only be used for candidate selection.

The Owen Sound & North Grey Union Public Library is proud to be an equal opportunity employer, valuing and respecting diversity. We are committed to inclusive, barrier-free recruitment and selection processes. We will accommodate the needs of qualified applicants under the Human Rights Code and Accessibility for Ontarians with Disabilities Act, in all aspects of the hiring process, upon request.