

**Job Title:** Library Assistant I  
**Department:** Youth Services Department, Children's Room  
**Description:** The Haverford Township Free Library is seeking a Library Assistant I to fill a position in the Youth Services Department, Children's Room. The position is part-time, 16-23 hours per week including some nights and weekends.

Applicants should be energetic and enthusiastic. An interest in children's literature and a willingness to work with children of all ages and their caregivers is a must. Previous children's library experience is preferred, but not required.

Duties include collection maintenance, children's/family programming, public relations, and ability to work with all library departments. Excellent customer service skills are a must.

For a complete job description please email Shannon Connor, Youth Services Manager at [connor@haverfordlibrary.org](mailto:connor@haverfordlibrary.org).

Salary: \$10.50/hour

Please send a cover letter, resume, and 3 professional references to:  
[connor@haverfordlibrary.org](mailto:connor@haverfordlibrary.org) or  
Shannon Connor, Youth Services Manager  
Haverford Township Free Library  
1601 Darby Road  
Havertown, PA 19083

**Qualifications:**

- Two years of college preferred; will consider high school diploma or GED and experience
- One year work experience dealing with the public
- Stellar customer service skills
- Creativity and flexibility
- Computer literate
- Interest in reading
- Must be able to work days, nights, and weekends

**Contact:** Shannon Connor, Youth Services Manager  
[connor@haverfordlibrary.org](mailto:connor@haverfordlibrary.org)