



Human Resources

In January of 2015, the Calgary Public Library launched an exciting and ambitious strategic plan to re-imagine library services for Calgarians.

The new Calgary Public Library represents unlimited possibilities and inspires people of all ages to wonder, seek, discover, and share. Calgary's 20 (and growing) community libraries are community hubs that ignite learning, discussion, invention, and action and this is accomplished through the Library's commitment to:

- *be a vital part of strengthening neighbourhoods in a growing city*
- *bring the library into more people's lives by removing barriers and increasing access to information in all its forms*
- *focus on services that make a difference*
- *develop innovative and collaborative partnerships with our community to leverage collective knowledge and expertise*
- *build welcoming, inclusive and dynamic library spaces and places within the heart of our communities.*

The Calgary Public Library acknowledges the traditional territories and oral practices of the Blackfoot people, the Nakota people of the Stoney Nation, the Beaver people of the Tsuut'ina Nation, and the peoples of the Métis Nation of Alberta, Region Three.

Acknowledging the traditional lands of where our 20 libraries are located on is one small step in our efforts toward reconciliation. Calgary Public Library is committed to responding to the Truth and Reconciliation Commission's Calls to Action as well as the City of Calgary's White Goose Flying Report, a local response to the Truth and Reconciliation Commission's report.

As a public gathering space and information hub, the Library has the responsibility to create safe and inclusive spaces. The Library commits to honouring the lifelong learning traditions of Indigenous peoples, Indigenous teachings and practices, and providing opportunities to help educate Calgarians on the history and legacy of residential schools.

It is the goal of the Library to take meaningful and sustainable steps to Indigenize the Calgary Public Library System and ensure that the values of inclusivity, collaboration, and respect inform planning and decision making.

To achieve our vision, Calgary Public Library is seeking leaders with ideas, energy, passion and commitment who can help us make a difference in the lives of Calgarians and take public library services to a new level of excellence.



Library Experience Facilitator – Forest Lawn
(Temporary Part Time - September 3, 2018 to June 21, 2019)

The Library Experience Facilitator engages directly with users in support of literacy and lifelong learning both within the Library and out in the community. The Library Experience Facilitator provides responsive and friendly customer service and creates enriching library experiences for users of all ages, abilities and backgrounds through the delivery of Library programs that inspire wonder, play, and delight.

This position coordinates the Integrated School Support Project (ISSP) based out of Patrick Airlie Elementary School. The program is run through a partnership with the YMCA and Calgary Police, supporting fifty children in grades 1-6. ISSP runs Monday to Friday after school and engages children in developing their literacy and leadership skills.

The successful candidate will be comfortable creating program content applicable for elementary school children in a high-energy and high-impact environment. The Library Experience Facilitator will work collaboratively with both YMCA staff and Library staff to deliver a positive, engaging program. The successful candidate will be comfortable in providing positive guidance to children with a proven track-record of working with high needs children from diverse backgrounds.

While additional hours and shifts may be available, the successful candidate will must be able to work this regular schedule:

Day:	Schedule:
Sunday	
Monday	10:00 am – 6:00 pm
Tuesday	2:45 pm – 6:00 pm
Wednesday	2:45 pm – 6:00 pm
Thursday	10:00 am – 6:00 pm
Friday	12:00 pm – 6:00 pm
Saturday	

Key Responsibilities

- Coordinates and delivers outreach programs, specializing in programs for elementary children;
- Trains, coordinates, and supervises others, both in the ISSP program and as assigned;
- Demonstrates leadership in activities which improve the Library;
- Provides excellent customer service in the Forest Lawn Library and proactively assists Library members with collection questions and technology issues when accessing Library resources.

Qualifications

- Completion of a university level degree and a minimum of two years directly related experience, or a post-secondary diploma and a minimum of four years of directly related experience;
- Creativity when leading engaging and enriching programs and activities, both in the Library and in the school;
- Excellent verbal and written communications skills, presentation skills, and public speaking skills including the ability to adjust communication style to interact effectively with users of different ages, backgrounds, and abilities;
- Ability to multi-task, prioritize work, and coordinate the work of others;
- Strong interpersonal skills and ability to work effectively with a variety of groups and partners;
- Strong time and stress management skills;
- Intermediate Technology Skills;
- Successful completion of a Vulnerable Sector Check;
- Current valid Driver's License required.

Benefits

- Employee Family Assistance Program (EFAP)
- The opportunity to contribute to an award-winning library system, grow professionally and make a positive difference in the lives of Calgarians

How to apply:

If **Library Experience Facilitator** sounds like the next chapter in your career story, take this opportunity to make a real contribution to one of Canada's leading public library systems. Please send a cover letter and resume to: work@calgarylibrary.ca.

The closing date for this competition is midnight on Monday, August 6, 2018. Be sure to quote competition number "#224" in the subject line of your e-mail.

We thank all who apply but only those selected for an interview will be contacted. Any personal information submitted will be managed in accordance with the Freedom of Information and Protection of Privacy Act and will be used only to determine eligibility for employment. Canadian citizens and permanent residents of Canada will be given priority. Applicants must be legally eligible to work in Canada.