

Nyssa City has a part time position available for the Public Library under the direction of the library director. The position is for the children's librarian.

1. 20 hours a week maximum
2. Need to be available Tuesday-Saturday
3. You would be doing a preschool craft each week for story time
4. Possibly other crafts for school age children
5. Help with decorating
6. Cleaning the library
7. Calling for overdue reminders
8. Desk time each day which includes:
  - A. Helping patrons with book selections and check out
  - B. Shelving books (alphabetizing)
  - C. Helping patrons with the computer (printing etc.)
  - D. Faxing and emailing for patrons
9. Other tasks as requested by the director

Thank you for your interest. Get your application at City Hall or online.