

## BRAMPTON LIBRARY



Working collaboratively with a team of 200+ staff overall, your unique skills and experience complement our future-forward approach to public library service. The work Brampton Library does is at the heart of Canada's ninth largest and second fastest growing city.

With a median age of just 34.7, Brampton is a young, modern city with a well-developed economic base. Exciting and multicultural, people from around the world have come here to live, work and play. Representing more than 170 different cultures and speaking more than 70 languages, Brampton residents deeply value and respond to our free library services and programs. Together we are inspiring connections, in our branches and beyond.

**Why Brampton Library?** Our professional librarians are engaged, dynamic and organized. They share knowledge in the community and move easily from customer service to hands-on local and system-wide projects. In our large, urban public library system, your leadership skills are valued and your professional development is our priority. Brampton Library is a place where you can learn and grow. We invite you to take the next step.

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<b>Positions:</b>	Branch Librarian, Librarian Diversity & Adult Services, Librarian Children & Youth Services
<b>Salary:</b>	\$68,541 *Indicates the salary listed as per the CUPE 1776 Collective Agreement.
<b>Location:</b>	Brampton, Ontario
<b>Job Type:</b>	Regular, Full-time
<b>Job Term:</b>	Three (3) Temporary - Up to 18 months, Two (2) Permanent
<b>Job ID:</b>	#03-2019
<b>Posting Status:</b>	Open
<b>Posting Date:</b>	January 28, 2019
<b>Closing Date</b>	February 11, 2019, 5:00 pm

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### **OVERVIEW**

These positions are responsible for acquiring, organizing, managing, maintaining and distributing library resources, and ensuring that library provision meets the needs of all its users. Responsible for the provision of information services to the public.

### **KEY QUALIFICATIONS**

- Master's degree in Library Science or equivalent from an accredited program
- Minimum 2-3 years' professional experience working with adults and/or children/youth in a library setting
- Valid Province of Ontario, Class "G" Driver's Licence
- Submit a Vulnerable Sector Record Check
- Strategic understanding and knowledge of trends in library technologies
- Demonstrated ability to plan, implement, and evaluate library services

- Strong decision-making and problem solving abilities
- Excellent interpersonal, verbal and written communication skills
- Ability to speak or write other languages that represent the demographics of the community preferred.
- Flexibility.

### **POSITION SUMMARY AND MAJOR RESPONSIBILITIES**

**Branch Librarian:** Our ideal candidate is passionate about helping our customers discover their full potential through innovative programming and resources. As part of an agile branch team, the Librarian plans for and responds to the needs of the immediate community and assists the Branch Manager according to operational needs.

- Provides a broad range of information services to the public
- Participates in system-wide projects
- Delivers programs as required
- Function as PIC (person in charge)
- Assists in the overall maintenance of branch collections
- Responds to circulation queries and problems.
- Schedules information services staff
- Conducts library tours, as required

**Librarian, Diversity and Adult Services:** A passionate advocate for the importance of diversity in our community, the ideal candidate has a wide range of experience planning and developing adult programs and community partnerships and a working knowledge of digital literacies in libraries. Working in our team-based environment, professional Librarians also participate in planning events of all sizes and may even find themselves behind the wheel of our mobile van, Brampton Library on the go!

- Research, develop, pilot and evaluate innovative strategic programming for adults
- Deliver programs as needed
- Plan and execute large scale system wide events
- Provide training to staff
- Prepare budget estimates for assigned projects
- Forge new relationships with key community partners
- Represent Brampton Library while serving on external committees
- Perform outreach in the Brampton community
- Provide readers advisory services to the public
- Deliver exemplary customer service to both members of the public and internal staff
- Provide Library tours as needed
- Function as PIC (person in charge)

**Librarian, Children & Youth Services:** A passionate advocate for children and youth, the ideal candidate has experience working with and planning programming for children and teens and a working knowledge of digital literacies in libraries. Working in our team-based environment, professional children and youth Librarians participate in planning events of all sizes, reach out to local schools and community recreation centres, and may even find themselves behind the wheel of our mobile van, Brampton Library on the go!

- Research, develop, pilot and evaluate innovative strategic programming for youth, up to age 18
- Deliver programs as needed
- Plan and execute large scale system wide events
- Provide training to staff
- Prepare budget estimates for assigned projects
- Forge new relationships with key community partners
- Represent Brampton Library while serving on external committees
- Perform outreach in the Brampton community
- Provide readers advisory services to the public
- Deliver exemplary customer service to both members of the public and internal staff
- Provide Library tours as needed
- Function as PIC (person in charge)

#### **HOW TO APPLY**

- All interested candidates are asked to submit a resume and cover letter and quote **Job ID #03-2019** indicating how they meet the qualifications to [careers@bramlib.on.ca](mailto:careers@bramlib.on.ca)
- Along with your application, please indicate your proficiency with languages other than English that represent the demographics of the community from Intermediate to Expert.
- All offers of employment for this position will be conditional on Valid Class G Ontario driver's licence and Vulnerable Sector Checks as required for Brampton Library.
- The Human Resources team would like to thank all individuals for applying; however, only selected applicants will be contacted to participate in the interview process. Due to volume, receipt of applications will not be acknowledged. No phone calls or agencies please.

#### **Accommodation:**

The Brampton Library is an Equal Opportunity Employer. We are committed to inclusive barrier-free recruitment and selection processes and work environments. In accordance with the *Accessibility for Ontarians with Disabilities Act, 2005*; the Brampton Library will provide accommodations throughout the recruitment and selection process to applicants with disabilities. If selected to participate in the recruitment process, please inform Human Resources staff of the nature of any accommodation(s) that you may require. Any information received relating to accommodation measures will be addressed confidentially.