



**Library Assistant – Youth
Temporary (6 Month) Part-Time
Prince George Public Library
www.pgpl.ca**

The Library Assistant – Youth Engagement supports a collaborative team focused on creating meaningful opportunities for youth (birth–18) and their families. The role helps expand the Library's reach and responsiveness to diverse community needs, with particular attention to historically marginalized groups including BIPOC, 2SLGBTQIA+, immigrants, and those facing accessibility barriers. The position may also support staff training related to youth engagement.

This role contributes to literacy-focused services by delivering high-quality reference, readers' advisory, and customer account support in person, by phone, and virtually. The Library is a fast-paced environment requiring evening and weekend work.

The incumbent supports a respectful, inclusive workplace and adheres to BC Privacy Guidelines and Library policies, procedures, and service standards.

The successful candidate will have:

- Minimum two years of post-secondary education.
- 1–3 years' relevant experience in community engagement, event planning, or public programming (especially with children and families).
- At least one year of frontline customer service experience.
- Strong digital literacy and comfort with library systems and online tools.
- Valid BC Class 5 Driver's License and ability to operate a company vehicle.

This is a temporary part-time position at approximately 35 hours per week (typically Sunday-Thursday) offering a wage of \$28.33 per hour and benefits package.

Please submit a detailed resume and a cover letter that clearly explains how your experience and qualifications align with the requirements of this position, in confidence, by 5:00pm on October 16, 2026 to:

Human Resources
Prince George Public Library
888 Canada Games Way
Prince George BC, V2L 5T6
Or hr@pgpl.ca

Applications are to be marked "Private and Confidential." We thank all applicants for their interest, however, only those selected for an interview will be contacted.

Your application must be true and correct. Disqualification or termination of employment will result if there are any misstatements, omissions of material facts in the application or hiring process.