



Employment Opportunity

Branch Librarian

The Whitewater Region Public Library provides free library services to all residents of the Township and we are currently looking for a permanent part-time Branch Librarian. The Branch Librarian is responsible for the day-to-day operation of the services at the Branch in accordance with the policies of the Library.

Responsibilities:

- Provide front line customer service to patrons, including check in/out and renewal of materials available in the library.
- Assist patrons with inter-library loans, finding information, books, DVDs, and accessing digital library services such as eBooks
- Maintaining the Branch's collection including the ordering of materials staying within the budget set by Library for collections.
- Assist patrons with basic technology questions related to computers, connecting to library's Wi-Fi, printing and devices

Qualifications:

- SOLS Excel course graduate or a high school graduate with a willingness to enroll in the SOLS Excel course.
- Highly developed collaboration, customer service and communication skills
- Computer proficiency and attention to detail
- Ability to work independently
- A Vulnerable Sector Check will be required

Compensation: \$27.60 per hour

Please forward your detailed resume including covering letter to Debbi McLaughlin at whitewaterpl@nrtco.net

Application deadline: May 15, 2026 at 5:00 pm.

A full job description can be found on our website
www.whitewaterregion.ca/community/library