



CURRENT VACANCY

POSTING DATES: February 7, 2019

THROUGH: February 22, 2019

JOB TITLE:	Literacy Aide / Part-Time
SALARY RANGE:	\$11.10 to \$11.53 / Hourly
DEPARTMENT/BUREAU:	Rochester Public Library / Various Branches

TYPICAL WORK ACTIVITIES:

Reads out loud to unaccompanied minors in the library, and encourages them to read back;
Assists library staff in conducting branch programs such as book discussion groups, story hours, visiting artist programs, and summer reading activities;
Encourages and directs participation in educational board games;
Encourages and directs electronic gaming at the library;
Encourages and assists in the original production of literacy materials such as newsletters, poetry, films, and music created by interested patrons;
Tells stories and promotes storytelling to interested groups of children and teens;
Encourages children and teens to stay in school and think about their career paths.

MINIMUM QUALIFICATIONS:

Completion of 10th grade of school.

DEADLINE FOR APPLICATION IS AT 5:00 PM ON Friday, February 22, 2019. APPLICATION WILL BE ACCEPTED THROUGH THAT DATE IN ROOM 103A, CITY HALL. PLEASE **BE CERTAIN THAT YOUR APPLICATION IS COMPLETE** AND DESCRIBES ALL RELEVANT EXPERIENCE. APPLICATIONS WILL BE REVIEWED BASED UPON THE INFORMATION SUPPLIED. Resumes may accompany but will not be accepted in place of a City of Rochester employment application. Applications may be obtained at City Hall, on the City's website: www.cityofrochester.gov, or by sending a self-addressed, stamped envelope to Human Resource Management, City Hall, 30 Church Street, Room 103A, Rochester, NY 14614.

Application must be received or post marked by the final filing date, otherwise this application will be rejected.

Carolyn Grinstead, Human Resource Consultant I