

Temporary Children Services Coordinator

Nelson Public Library - City of Nelson Competition #25CU64



Located within the traditional land of the Sinixt, Ktunaxa and Sylix peoples, Nelson is traditionally known for its beautiful setting, vast array of recreational activities, pristine parks and vibrant downtown. We are grateful for the opportunity to work on this land. It is a year-round playground for outdoor enthusiasts and those who love the arts, culture and small-town feel, with big-city amenities like high-quality schools, post-secondary institutions, regional health care, and a competitive cost of living.

POSITION SUMMARY:

Reporting to the Chief Librarian, the Children Services Coordinator is responsible for promoting a welcoming and inviting library environment, providing front-line customer service to visitors of the Library and is responsible for delivering a library service that aligns with library values: Universal & Equitable Access, Excellent Service, Equity, Diversity & Inclusion, Sustainability and Meaningful Relationships. Delivering excellent, community-based library services to children and their families that promote the development of core early literacy competencies through programming that is inclusive of underserved and vulnerable populations. These outcomes will be realized through three major activities: programming, collection development, and community engagement. The pay grade for this position is Library Assistant III.

ESSENTIAL QUALIFICATIONS:

- Library Technician diploma.
- Bachelor's degree from accredited university with course work in children's literature and education.
- 3 years of directly related professional work experience, including experience in developing innovative programs and services for children and their families that are welcoming and inclusive of historically marginalized groups.
- Related education and/or experience may be considered.

RATE OF PAY: \$39.35 - Library Assistant III rate per the CUPE Library Collective Agreement

HOURS/DAYS OF WORK: Temporary position. Monday to Friday, with some Saturdays, 9:00 a.m. to 5:00 p.m.

LENGTH OF ASSIGNMENT: Eight (8) months with the possibility of extension, until the return of the incumbent

APPLICATION DEADLINE: September 12, 2025, at 4:00 p.m.

START DATE: October 1, 2025

To find a full description of the position role, including required qualifications and experience, please visit nelson.ca/jobs.

We look forward to hearing from you!

Interested applicants should reference #25CU64 when submitting their resume and cover letter to hr@nelson.ca no later than September 12, 2025 at 4:00 PM