

## Librarian Assistant

### ***Do you enjoy books and teenagers?***

The primary responsibility is for the provision of first-class library services to our students.

#### **This includes:**

- Assisting in the day-to-day operations in the school library
- Contributing to student achievement by supporting inquiry learning and reading engagement programmes
- Supporting the Library Manager in the delivery of library services

#### **Ideally you will:**

- Be passionate about literature and promoting curiosity
- Enjoys working alongside and inspiring teenagers
- Must have good computer skills
- The ability to manage change

A strong candidate will possess a working knowledge of libraries and library systems (or be willing to learn).

Term Time Only – 27 hours per week

Applications close 2pm, Friday 9 December 2022.

All applications must be made on the school application form.

This can be found on our school website together with the job description.

Please submit your application with a cover letter and CV to

**[supportvacancy@otc.school.nz](mailto:supportvacancy@otc.school.nz)**