Digital Services Assistant (Part-Time)- West Branch

Do you love libraries and helping people with technology? Do you get excited at the thought of showing people what they can do with technology and how it can make their lives easier? The Aurora Public Library District is currently looking for a Digital Services Assistant.

Key Responsibilities:

- Help customers with basic technology issues including computers, printers and copiers
- Perform basic troubleshooting for customers and staff
- Assist customers with techniques using the internet, databases and software
- Assist customers with the Makerspace projects, appointments, and technology

Minimum Qualifications:

- High School Diploma or equivalent
- One year computer support experience
- One year experience working with the public
- Ability to work at other locations, as required
- Library programming experience a plus
- Spanish language skills are a plus

Schedule

- Saturday: Off
- Sunday: Off
- Monday: 9:00 a.m.- 1:00 p.m.
- Tuesday: 9:00 a.m.- 1:00 p.m.
- Wednesday: 9:00 a.m.- 1:00 p.m.
- Thursday: 9:00 a.m.- 1:00 p.m.
- Friday: 9:00 a.m.- 1:00 p.m.

Benefits:

Hourly rate starts at $19.43
Pro-rated paid vacation, holiday, personal and sick day
Individual Coverage Health Reimbursement Arrangement (ICHRA)
IMRF pension plan
457b retirement plan
Professional Development

To apply:

If this sounds like the role for you, please send your application, resume, and cover letter to hrdirector@aurorapubliclibrary.org
A copy of our application can be found at:
https://aurora.libnet.info/images/pdfs/aurora/HR/Application_for_Employment.pdf

Application Deadline: October 19, 2026- November 2, 2026

About APLD:

The Aurora Public Library District (APLD) is proud to connect people to community and celebrate every story. We support lifelong learning by offering opportunities for personal exploration, growth, and development. As a resource for all ages—from early literacy to ongoing education—we provide a welcoming place to learn, relax, and connect through a wide range of programs and materials.

With three branches across Aurora, along with a Bookmobile and remote locker, APLD empowers, includes, and inspires our customers. We offer access to evolving services and technologies, meet informational needs as a fine-free library, and serve as a vibrant cultural hub for the community. APLD uplifts the community by reaching out, forming partnerships, and responding to local needs. Discover who we are—and open a world of possibilities!