

JOB OPENING

Media Services Associate Part-Time

Have a love for creative technology? Join our Media Department!

Duties: Develop public workshops on technology and trending topics. Assist patrons with creative projects and the use of the Digital Media Lab. Develop content for the Library's website and social media sites. Assigned special projects including technology orientation for staff members, support IT department with Library infrastructure, participate in the development of technology plans for the Library. Maintain an atmosphere conducive to connecting, creating, and exploring. Perform other departmental duties and responsibilities as assigned.

Requires: Bachelor's degree or equivalent combination of the education and experience necessary to effectively use the equipment and computer applications used in the Digital Media Lab. A strong interest in technology and the ability to learn new applications. Ability to provide instruction to others. Ability to relate to library patrons of all ages in a positive, patient, and effective manner. Spanish language skills preferred.

Schedule: 26 hours a week, including evenings and weekends.

Starting Salary: \$20.00 per hour.

Apply to: Send resume and job application (available at <http://www.hplibrary.org/jobs>) to:

Juan Reyes, Media Services Manager
Highland Park Public Library
494 Laurel Avenue
Highland Park, Illinois 60035 847-432-0216
jreyes@hplibrary.org

About the Library

The Library team recruits creative, enthusiastic, and caring individuals whose work will build relationships and enrich lives. We work to create and support an environment of diversity, equity, and inclusion for the benefit of our community and employees. Our goal is to provide relevant collections, programs, and services to all in our community. Our most valuable resource is our team. Join us!

**HIGHLAND PARK
PUBLIC LIBRARY**
Information & Imagination