

# MERIDIAN LIBRARY DISTRICT

ENRICHING LIVES. IGNITING CURIOSITY.  
CULTIVATING CONNECTIONS.



Be part of a transformational library committed to connecting the community to new and creative resources in meaningful ways. Meridian Library District serves 95,000 residents through two branches, a bookmobile, an emerging technology branch, and online services.

## BENEFITS | PART-TIME

### COMPETITIVE BENEFITS PACKAGE

- Employee Assistance Program (EAP)
- Holiday accrual for District observed holidays after 1 year of employment

## RESPONSIBILITIES

- Provide excellent customer service to library patrons.
- Register new library patrons and issue patron cards; update patron records when appropriate. Check out and renew items.
- Receive and check in items returned and prepare them to be shelved or sent in delivery to other locations; resolve fines and fees when appropriate.
- Provide informational assistance to patrons and refer questions as needed.
- Assist with technology questions
- Troubleshoot common lab and internet problems.
- Provide reference assistance utilizing library and state databases, library materials, and quality online sources. Provide reader's advisory services.

## SCHEDULES

- 19 hours per week
- Flexible schedule (mornings, afternoons, nights and weekends)
- Scheduling depends upon current library needs

## HIRING RANGE

- Hiring rate is:  
\$12.55 per hour DOE

## LIBRARY POSITION: PART-TIME LIBRARY ASSISTANT



## A SUCCESSFUL LIBRARY ASSISTANT:

- Has a sense of humor
- Loves books and reading
- Excels at customer service
- Has great technology skills
- Enjoys working with people
- Has excellent communication skills

**LEARN MORE:** [@MeridianLibrary](http://www.MLD.org/employment)