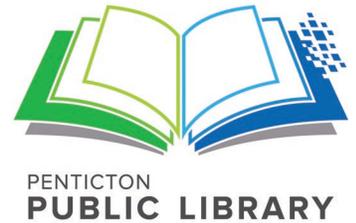


The Penticton Public Library has an exciting opportunity for a full time (37.5 hours per week) Digital Services Library Technician - classification: Library Technician II.

This is a bargaining unit position, with a starting wage: \$27.02/hour (per CUPE Local 608, Library contract.)



### *Summary*

This position requires an energetic and innovative individual with exceptional technical skills and superior customer service skills. Reporting to the Systems Librarian, the Digital and Information Services Library Technician is part of our information services team delivering digital and information services to patrons of the Penticton Public Library.

### *Key Duties & Responsibility expectations*

- Responsible for promoting the library's objectives and mission as outlined in the strategic plan, uphold the CFLA Statement on Intellectual Freedom; and provide a superior level of customer service.
- Provides reference and reader's advisory service for all ages, with a focus on digital services and e-resources.
- Works with programming team to plan, organize, and deliver programs and special events for children, teens, and adults that are principally technological in nature.
- Provides one-on-one or small group instruction on technology to individuals through the Library's Borrow-a-Librarian service.
- Assists Systems Librarian with database and information technology maintenance as required.
- Takes initiative in maintaining awareness of developments and trends in information services by taking advantage of applicable professional development opportunities.
- Proactive in accomplishing the tasks in the technical service area, to assess new needs as they arise, and to suggest practical means of improving the way we do business to the Systems Librarian.
- Maintain awareness of Library programs and services and effectively answer questions about these and promote them to the public.
- Additional duties may involve assisting at the circulation desk.
- Perform other related duties as assigned.

### *Required Qualifications:*

- Education: minimum of a Library Technician diploma, additional post-secondary education will be considered an asset.
- Experience working with computer programming and educational technologies.
- Related experience an asset.

### *Knowledge, Skills and Abilities:*

- Reads widely in multiple genres.
- A passion for teaching diverse groups of all ages
- Comfortable learning to develop technology-based programs on topics such as computer programming, or media editing such as 3D design, video, or audio editing
- Expertise with the library's collection and online resources is essential.
- Ability to stand for a long period of time and sustain repetitive motion.
- Ability to bend, lift and move up to 20 kg.

- Strong computer skills are essential.
- Enthusiastic, personable with strong customer service skills.
- Ability to contribute positively and work effectively within a team environment.

Further information about this position and classification can be found at:

[www.pentictonlibrary.ca/employment](http://www.pentictonlibrary.ca/employment)

**To apply:**

Submit a covering letter outlining how your experience meets the position responsibilities and a resume in a single document (pdf format) to: Heather Buzzell, Chief Librarian (she/her) at [hbuzzell@pentictonlibrary.ca](mailto:hbuzzell@pentictonlibrary.ca). Please use "2022 PPL-LTII" in the subject line.

Review of applicants will begin on January 15<sup>th</sup>; however, the position will remain open until filled.

Penticton Public Library is committed to recruiting a diverse workforce that represents the community we proudly serve. We encourage applicants from diverse backgrounds including Indigenous Peoples, LGBTQ+, all genders, ethnicities, and persons with disabilities. Should you be shortlisted and require an accommodation during the selection process, please provide details to the hiring committee.

As Penticton Public Library is responsible for the well-being of its patrons, a Police Information Check clearance is a condition of employment. All Penticton Public Library employees are required to be fully vaccinated as a condition of hire and ongoing employment. Candidates who are not able to obtain a COVID-19 vaccine for a reason related to a Human Rights Code ground (such as disability) can request an accommodation at any time during the recruitment process.

We thank all applicants, but only shortlisted candidates will be contacted.

**About Penticton:**

Penticton is a community of about 35,000 located in the heart of the Okanagan Valley. Situated between two lakes, Penticton is known for its beaches and summer sunshine. There are plenty of outdoor activities for the enthusiast from skiing and snowshoeing in the winter, to rock climbing and windsurfing in the summer. Penticton is in the heart of BC's wine country and hosts many different festivals year-round. The city also offers great schools and medical services. Penticton residents enjoy the amenities of a city and the friendly feel of a small community.

The Penticton Public Library has served the community of Penticton in one form or another since 1909. We are a municipal library with strong ties to our community.