

July 30th, 2019

**JOB OPENING: Temporary position**

**STUDENT LIBRARIAN**

The Mount Royal **Reginald J.P. Dawson Library** is looking for one (1) **student librarian** (temporary part-time position – until May 2020).

**JOB SUMMARY**

The successful candidates will report directly to the Librarian, Publics Services and Cultural Activities and will be responsible for the reference services on Saturdays and/or Sundays and on at least one weekday evening. They will assume the following functions:

- Answers reference questions and readers' requests for help, in both the adult and the children's library, in French and English.
- Performs various tasks in the database.
- Participates in various projects of development of the collection.
- Performs circulation desk duties as needed.

**REQUIREMENTS AND QUALIFICATIONS**

The successful candidate must meet the following conditions:

- Be a second year student in the master's degree program in Information Science at the time of the employment.
- Experience in a public library is an asset.
- Teamwork ability.
- Proven ability to work with the public.
- Knowledge of computerized document research systems, such as Bibliomondo, and Windows 10.
- Knowledge of printed and computerized reference tools.
- Ability to read and speak French and English.

The salary is \$28.41/hour, according to the Syndicat des professionnelles et professionnels municipaux de Montréal collective agreement, Town of Mount Royal.

The work schedule is Saturday, Sunday and evenings on a rotating schedule for a total of 15 to 20 hours per week.

**PLEASE NOTE:**

Applications will be accepted until Friday, August 16<sup>th</sup>, 2019, 4:30 pm.

The interested people have to send their curriculum vitae to Roxane Gaudreau, councilor in human resources, by e-mail at [ressourceshumaines@ville.mont-royal.qc.ca](mailto:ressourceshumaines@ville.mont-royal.qc.ca) mentioning competition number DC-2019-08-16.