**City of York – Library Assistant II (Makerspace area)**

The City of York has approved a permanent, part-time (20 hours per week) Library Assistant II position for the Makerspace area at Kilgore Memorial Library. You will be a good fit for this position if you enjoy helping others learn, are creative, resourceful, independent, organized, like technology and are excited to play with new devices and learn new software.

Applicants must be available to work weekdays, evenings, and occasional weekends.

The person selected for this role will be responsible for promoting our makerspace, creating and implementing training, troubleshooting and maintaining equipment to minimize downtime.

**Essential Duties:**

* Connect library staff and the community in a meaningful manner that invites and encourages creativity and exploration in our Makerspace.
* Establish and maintain inventory controls and equipment maintenance to ensure a safe and functional workspace for all.
* Promote, evaluate, and assess the impact of makerspace to inform future program design and demonstrate the programs value and effectiveness.

**Minimum Qualifications:**

* High school diploma or GED required.
* Degree or certificates in fields of education, information technology, marketing, or graphic design
* Must be at least 18 years old and authorized to work in the United States

**Preferred Skills:**

* Ability to work independently and stay self-motivated
* Strong organizational and multitasking skills
* Effective communication skills and commitment to customer service

The City of York offers a competitive hourly wage.

**How to Apply:**

Apply online at [www.cityofyork.net](http://www.cityofyork.net), or email your application to:
Denise Pfeifer, HR Director **-** dpfeifer@cityofyork.ne.gov.

**Applications will be accepted until the position is filled.**

**The City of York is an Equal Opportunity Employer.**