

City of York – Library Aide (Seasonal)

Do you enjoy working with children and spending time at the public library? Join our team! The City of York is seeking to hire a part-time (10 hours per week) Seasonal Library Aide to assist with youth services programming at Kilgore Memorial Library.

Schedule:

Weekday morning shifts are required. Most programs take place between 9:00 a.m. and noon. A candidate with flexible availability is preferred.

Position Overview:

This role will support the Youth Services staff by helping set up and clean up spaces for preschool programs, attending events, and assisting the librarian during programs. On occasion, the person in this position may also develop programs for elementary and middle school-aged patrons.

Essential Duties:

- Set up and clean up for youth programs as directed by library staff
- Assist children and their caregivers during events
- Attend programs and provide general support
- Take photos or videos to document events
- Perform other tasks as assigned by the lead librarian

Minimum Requirements:

- High school diploma (or actively pursuing one)
- Must be at least 16 years of age and authorized to work in the United States

Preferred Skills:

- Strong organizational and multitasking abilities
- A passion for supporting young children (ages 0–5) in learning and creative play
- Experience working with children is a plus

The City of York offers a competitive hourly wage.

For additional information:

Contact Carol Baker at 402-363-2622 or cbaker@cityofyork.ne.gov for more details.

To apply submit applications via email to dpfeifer@cityofyork.ne.gov or mailed to:

Denise Pfeifer, HR Director
100 E. 4th Street
York, NE 68467

Applications can also be completed [online](#) or picked up at the City Offices.

Position open until filled.

The City of York is an Equal Opportunity Employer.