



March 14, 2022

Job Bulletin

A part-time permanent MAKERSPACE LIBRARY TECHNICIAN 2 position is available at Moose Jaw Public Library. This position is an exciting opportunity for an enthusiastic and experienced customer service expert who enjoys providing innovative maker-focused programs for the public. This position is 60 hours biweekly (approximately 30 hours per week) and involves shift work, including evenings and weekends.

We are looking for a versatile and friendly leader who is passionate about 3D printing and technology! The successful candidate will have direct experience using and working with maker technology and equipment. They should be able to work with patrons of any age, background, or socio-economic status, and will be eager to learn new skills and share their knowledge with others. The successful candidate will deliver maker programs for all ages with an emphasis on children and youth programming and outreach.

Required Qualifications

- Undergraduate degree in related field, or Library Technology diploma
- Direct experience using and working with 3D printers and 3D printing software
- Direct experience teaching Makerspace equipment, or facilitating its use to end-users who have little or no previous experience with those programs/tools, in both a one-on-one and workshop setting
- Experience in developing and presenting programs for patrons of all ages, with a focus on children and youth
- Awareness and passion for the Maker movement, including other various maker projects and activities
- Well-developed interpersonal, presentation, public relations and customer service skills

Role and Responsibilities

- Assists patrons of all ages in using tools, equipment, material, and software in the Makerspace; offers patrons one-on-one instruction and training on Makerspace resources; develops and maintains product knowledge regarding tools, equipment, material, and software for specific projects in order to meet the needs of patrons in the Makerspace.
- Provides training to fellow staff-members to create capacity and interest across Library departments
- Leads the management of the Makerspace, coordinating tools, equipment, material and software; maintains and organizes all Makerspace tools and equipment; alerts management when equipment needs repairs; plans and schedules programming events under the supervision of the Children's Librarian.
- Provides excellent customer service, proactive reference and readers' advisory service; keeps current on all MJPL activities; promotes library services and programs to all customers.
- Completes administrative duties and ensures daily collection of Makerspace use data; participates in planning meetings with programming staff across departments; creates and maintains a repository of tutorials and training materials on safe Makerspace equipment use.
- In liaison with other programming departments and MJPL management, organizes and delivers a regular schedule of library technology workshops for patrons and the wider community.
- Recommends hardware and software to support library strategic services and initiatives; evaluates emerging technologies and provides recommendations on implementations and solutions.

Essential Skills and Attributes

- A commitment to uphold the CFLA's position statements on Intellectual Freedom and Diversity and Inclusion.
- Demonstrated ability to establish and maintain positive relationships, particularly working as part of a team.
- Demonstrated leadership skills, with creative problem solving and troubleshooting skills.
- Demonstrated public speaking abilities; strong communication and interpersonal skills.
- Strong organisational and personal management skills; ability to follow-through and finish tasks in a timely fashion.

Preferred Skills

- Coding knowledge and experience
- Interest and experience with a wide variety of technology and other maker activities, included but not limited to: green screens; audio and video recording and editing; podcasting; circuitry and electronics including Arduino and Raspberry Pi; Cricut machines; Glowforge; coding toys; textile arts, including knitting, and sewing and embroidery machines.

Salary Range:

Library Technician 2 \$20.30 - \$21.77 per hour (2021 rates)

Resume and cover letter should be sent to: Tina Dolcetti, Children's Librarian
tdolcetti@moosejawlibrary.ca

Deadline for Applications: March 28, 2022