



Accepting applications for:

Hourly Graduate Intern
Children's Services Department

Applicant deadline: Open until filled.

Visit www.icgov.org/jobs

One hourly part-time position available.

Wage: \$17.00 per hour

Schedule: Academic year- up to 15 hours.

Summer- up to 40 hours per week, includes evening and weekends.

Job Summary:

Under supervision, assists patrons at the Children's Room Desk with reference questions, reader's advisory and general customer service. Assists in planning and performing various children's programs, including story times, helping children access and navigate digital resources, summer reading, festivals, and outreach services. Helps keep Children's Room and work area organized. Creates book displays and reading lists. Works on departmental projects as assigned. Works some nights and serves in weekend rotations.

Minimum Qualifications:

Enrollment as a graduate student in Library and Information Science required. Must pass criminal background check.

Preferred Qualifications:

Classwork and/or work experience with children in a school, library, or daycare setting preferred. Experience with programming and supervising children in groups preferred. Experience in storytelling and other recreational programs for children is desirable.

It is the policy of the City of Iowa City to afford equal employment opportunities for all employees and potential City employees.

Date posted: 4/28/2025

