

**Iowa City Public Library**  
**EXTERNAL POSITION VACANCY ANNOUNCEMENT**  
[www.icpl.org](http://www.icpl.org)

To: All City Employees and the General Public  
From: Iowa City Public Library  
Date: July 9, 2019

**GRADUATE SCHOOL INTERN**  
**Children's Services**  
**Part-time/Hourly**  
Salary: \$14.00/hour  
One-year appointment

**HOURS:** Ten (10) hours per week during the school year and 40 hours per week in the summer. Includes some weekend hours.

**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 storytimes, summer reading, festivals, and outreach services. Helps keep Children's Room tidy and organized. Creates book displays and reading lists. Works on departmental projects as assigned. Works some evening and weekend shifts in the Children's Room. This is an excellent opportunity to gain direct experience and work in the busiest single library in the state of Iowa.

**REQUIREMENTS:**

Enrollment as a graduate student in an accredited program in Library Science is required. Knowledge of children's literature is required. Class work and/or work experience with children in a school, library, or day care setting is preferred. Experience in storytelling or other recreational programs for children is desirable. Must pass criminal background check.

**APPLICATION:**

**Application deadline is July 23, 2019.** To apply, please visit the City's Self Services website at [www.icgov.org/jobs](http://www.icgov.org/jobs) to complete the City of Iowa City online employment application.

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

**City employees must log into their MSS account as an employee  
with their employee number and password in order to apply**