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### **LIBRARY ASSISTANT (PART-TIME)**

York Public Library is seeking a friendly and dependable Library Assistant to staff the Library's public service areas. The winning candidate must possess excellent customer service and interpersonal skills; be technologically savvy and detail-oriented; and able to perform duties effectively. Library Assistants work at the main circulation desk, but may have occasional shifts in Youth Services as staffing needs dictate.

A Bachelor's degree from an accredited college or university is preferred. A high school diploma (or equivalent) and applicable work experience may be substituted. Experience working with Google suite, Canva, and social media platforms is highly desirable. Experience using Sierra library software is a plus.

This position is for 15-18 hours per week, with additional shifts available as staffing needs warrant. The schedule will include 1-2 evenings per week and 1-2 Saturdays per month. Compensation is based on experience; the starting range is \$19.95-22.33 per hour.

To apply for this position, please send a cover letter, resume and contact information for 3 professional references to Kerry Cronin, Assistant Director at [kcronin@yorkpubliclibrary.org](mailto:kcronin@yorkpubliclibrary.org). For a complete job description, please see <https://yorkpubliclibrary.org/employment/>. Position open until filled.