



The Teen Services Department is seeking energetic, reliable candidates for a Part-Time Library Page position. This position is a perfect first job or entry into the library profession.

Job Title: Library Page

Notice: 04132026I

Date Posted: April 18, 2026

Closing Date: April 30, 2026

Approximate Starting Date: May 13, 2026

***Applicants should be available to work 12-16 weekday hours per week,  
at least two of the following weekday shifts:  
Tuesday afternoons (1:00 PM - 5:00 PM) or evenings (5:00 PM - 9:00 PM)  
Wednesday afternoons (1:00 PM - 5:00 PM) or evenings (5:00 PM - 9:00 PM)  
or Thursday evenings (5:00 PM - 9:00 PM).  
And weekends as assigned.***

#### **RESPONSIBILITIES:**

- Shelve and arrange materials in the collection, alphabetically and numerically
- Maintain a neat and organized department
- Set up, assist with, and clean up after Teen Services Department programs
- Work with librarians on special projects and displays
- Travel to off-site locations to assist with programs or projects
- Other duties as assigned

#### **QUALIFICATIONS:**

- Dependability, punctuality, professionalism, and strong problem-solving skills
- Excellent customer service and communication skills
- Strong organizational skills and ability to follow detailed instruction
- Ability to perform physical labor involved in shelving books, setting up programs and displays, pushing carts and maintaining the organization of the department
- Basic technology skills
- *Preference will be given to residents of the William Floyd School District*

**Applicants must be at least 16 years of age.  
Applicants under 18 must have working papers.**

**Starting Salary: \$17.00/hour**

Applications must be emailed to [employment@communitylibrary.org](mailto:employment@communitylibrary.org)

Only candidates being considered will be contacted.

*The Mastics-Moriches-Shirley Community Library does not discriminate on the basis of race, color, national origin, sex, religion, age or disability on employment or the provision of services.*