

**Job Advertisement for:
Student Library Clerk
Callander Public Library**



Would you enjoy working with the public in a local non-profit organization that directly benefits your community? The Callander Public Library is seeking a dynamic individual with excellent customer service skills to fill a part-time student - library clerk position.

Hours: Approximately 10 hours per week, including one evening per week and Saturdays

Wage: \$17.60/hour

Duration: Permanent

Anticipated Start Date: August 17, 2026

Main Duties:

- Carries out all tasks related to the circulation of the library's collection
- Performs administrative duties such as faxing, printing, photocopying, scanning and laminating
- Processes payments and donations
- Provides assistance and informal instruction to help library patrons access all library services

Complete job description is available at: www.callanderpubliclibrary.ca/careers

To apply: send cover letter and resume as one PDF document to melissa@callanderpubliclibrary.ca, by Friday, July 17th, 2026 at 4:00p.m. Only applicants selected for an interview will be contacted.

The Callander Public Library is dedicated to maintaining a fair and equitable work environment and welcomes submissions from all qualified applicants. Information received relating to accommodation needs of applicants will be addressed confidentially.

Personal information submitted will be used for the purpose of determining suitability for this position only in accordance with The Municipal Freedom of Information and Protection of Privacy Act.