



**Job Opportunity**  
**Creative Making & Discovery – Summer Assistant**  
**(30 hours per week)**  
**Innisfil ideaLAB & Library ([www.innisfilidealab.ca](http://www.innisfilidealab.ca))**

**Position Description:**

The Creative Making & Discovery – Summer Assistant will work as part of our dynamic team to offer exciting, engaging, and high-quality synchronous and asynchronous virtual programming for people of all ages. Working together with staff in the hackLAB & mediaLAB, the Summer Assistant will develop and implement programs based on STEAM and ‘Maker’ philosophies. They will also represent the Library as front-line staff, reinforcing our values and demonstrating our commitment to high-quality service to all.

**Qualifications:**

- Between the ages of 15 and 30 (grant requirement);
- Must be available to work flexible hours, including evenings and weekends, at more than one branch of the library system;
- Excellent communication skills, able to work independently and as part of a team, takes initiative, and thrives in an environment that encourages self-directed time-management;
- Experience working with groups in a public library setting or equivalent;
- Excellent computer skills, knowledge of STEAM-based learning, and comfortable with both group and one-on-one instruction. Those with experience in coding, robotics, filmmaking and editing, photography and other ‘Maker’ technologies including 3D printing and Vector design preferred;
- Valid driver’s license and reliable transportation preferred;
- Police records check is required.

Fourteen-week position starting the week of May 16, 2022, with a 30-hour workweek.

**Salary:** \$17.00 per hour

Note: This opportunity may change due to funding and COVID-19, including moving to virtual offerings.

**Relevant Policy Information**

The Innisfil ideaLAB and Library is committed to the health, safety and well-being of the Library’s workplace community and members of the public. The Library has implemented a COVID-19 Vaccination Policy strongly encouraging vaccinations for all employees who can be vaccinated against COVID-19 (respectful of Ontario Human

Rights Code considerations). The Policy requires mandatory disclosure of vaccination status and full compliance with the policy requirements. All new employees (and re-hires) are subject to the COVID-19 Vaccination Policy and COVID-19 Vaccination Procedure as a condition of employment and disclosure of vaccination status is required prior to commencing employment.

Please mail or email resumes by 5:00 p.m. on Tuesday, February 1, 2022 to:

Job Opportunities

Innisfil ideaLAB & Library

967 Innisfil Beach Road, Innisfil, Ontario, L9S 1V3

Email: [jobs@innisfilidealab.ca](mailto:jobs@innisfilidealab.ca)

Subject line to read: Creative Making & Discovery – Summer Assistant

*We thank all applicants for their interest; and advise that only those selected for an interview will be contacted. Personal information contained in your resume is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used strictly for employment assessment purposes.*

*Accommodations for disabilities will be provided, on request, to support candidate participation in all aspects of the recruitment process. To request accommodation, please contact the Deputy Chief Librarian.*