



**Job Opportunity for an
OUTREACH & PARTNERSHIPS LIBRARIAN
EIGHTEEN- MONTH CONTRACT (MATERNITY LEAVE)
35 hours per week
Innisfil ideaLAB & Library, Innisfil Ontario**

OUR ENVIRONMENT

Welcome to the heart of Innisfil at Innisfil ideaLAB & Library, where community, discovery, and joy thrive. We offer a nurturing space for growth, with plenty of opportunities for learning and development. Our team is the cornerstone of our success, bringing their unique ideas and talents to create exceptional experiences. We value diversity and are dedicated to welcoming individuals who reflect the richness of our community.

OUR TEAM

Join our passionate and friendly team, where every interaction is filled with warmth and possibility. We embrace creativity, encourage each other to shine, and relish the excitement of new challenges. At our core, we champion equity, diversity, inclusion, and accessibility, ensuring that everyone feels valued and respected. Together, we're building a library that truly serves and celebrates our diverse community.

POSITION DESCRIPTION

The Outreach & Partnerships Librarian is a leader in connecting our library to the wider community. This role involves planning, coordinating, and delivering outreach initiatives for audiences of all ages, including community events, school visits, and outreach programs. The position will collaborate across departments to create cohesive and impactful outreach efforts and will take a leadership role in developing programs and services for the library's outreach vehicle.

- Designing and implementing outreach activities that promote library programs, services, and resources to diverse audiences.
- Coordinating the library's participation in community events and ensuring a strong presence that reflects our mission and values.
- Partnering with community agencies, organizations and community-led groups.
- Leading the planning, scheduling, and operation of the library's outreach vehicle, including programming and logistics.
- Collaborating with internal teams to align outreach efforts with library-wide goals and priorities.

WHO WE'RE LOOKING FOR

As a member of our collaborative team, you are an enthusiastic, highly motivated person who shares our commitment to excellence. You are a community connector who thrives on building relationships and bringing the library's mission to life beyond its doors. With

exceptional organizational skills and a creative approach, you excel at developing engaging outreach programs that meet the needs of diverse audiences. You are an enthusiastic collaborator, an innovative thinker, and a passionate advocate for the library's role in community engagement.

Qualifications of our ideal candidate include:

- A Master's degree in Library and Information Science, Community Development or equivalent education and experience.
- Minimum of two years of experience in outreach, program development, and event planning.
- Strong computer skills and the ability to quickly learn and use new digital tools or technologies.
- Strong interpersonal and communication skills to engage with community partners and patrons of all ages.
- Ability to balance multiple priorities and deliver high-quality outreach opportunities for diverse audiences; and a proven ability to work collaboratively across teams and coordinate activities in a fast-paced environment.
- Commitment to flexibility, including availability for evening and weekend programs, and the ability to work across multiple Library branches.
- A valid driver's license is required.

Pay Rate: \$39.53 – \$46.50 per hour

Relevant Policy Information

A police records check with Vulnerable Sector screen is required.

The Innisfil ideaLAB & Library is an equal opportunity employer and is committed to building an inclusive and diverse workplace. We prohibit discrimination and harassment of any kind based on race, colour, sex, religion, sexual orientation, gender identity and age.

Accommodations for disabilities will be provided, on request, to support candidate participation in all aspects of the recruitment process. To request accommodation please contact jmiyasaki@innisfilidealab.ca or call 705-431-7410.

We thank all applicants for their interest; however, only those candidates invited for an interview will be acknowledged. 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.

Please mail or email resumes by 5:00 pm on Friday, December 20, 2024 to:

Mail: Job Opportunities
c/o Innisfil ideaLAB & Library
967 Innisfil Beach Road,
Innisfil, Ontario, L9S 1V3

Email: jobs@innisfilidealab.ca
Subject Line: Outreach & Partnerships Librarian