



JOB TITLE: Library Assistant - Circulation

The Wolfeboro Public Library is accepting applications to fill a part-time Library Assistant – Circulation position. Primary duties include working at the circulation desk and assisting library users.

Job Summary:

1. Twenty (20) hours per week.
2. Must be computer literate and able to operate a variety of office equipment.
3. Must be detail oriented and able to work independently.
4. Must be able to provide excellent customer service.
5. Work schedule: Monday through Friday 1PM to 5PM with two weeks a month adjusted for required Saturday hours.
6. Some college and/or previous library experience preferred.
7. Wage: \$16.50/hour.

To Apply:

Please apply to Joyce Davis, Assistant Library Director, Wolfeboro Public Library, 259 South Main St., Wolfeboro, NH 03894 or at assistantdirector@wolfeboropl.org. Applications accepted until position is filled.