

**Swarthmore Public Library
EARLY LITERACY PROGRAM COORDINATOR**

<u>Job title:</u>	Early Literacy Program Coordinator	<u>Status:</u>	Part-Time; Non-Exempt
<u>Hours:</u>	up to 10 hours a week Tuesday: 9am-12pm Wednesday: 9am-12pm Friday: 9am-12pm <i>1 evening storytime a month required</i>	<u>Compensation:</u>	\$18/Hour <i>Paid time off (PTO) allowance based on longevity of employment plus 12 paid holidays per year.</i>

The Swarthmore Public Library (SwPL) in Swarthmore, PA is seeking an enthusiastic and creative individual for the position of part-time Early Literacy Program Coordinator. In this role, you'll work under the direction of the Library Director to plan and present engaging early literacy programs for children from birth through age five and their caregivers. Through storytimes, music, movement, crafts, sensory play, and other interactive activities, you'll help foster school readiness and a lifelong love of reading while creating a welcoming environment for families. We're seeking someone who enjoys singing, reading aloud, and connecting with young children, is passionate about early literacy and public libraries, and is committed to providing outstanding customer service.

QUALIFICATIONS:

- High school diploma or its equivalent required. Bachelor's degree from an accredited college preferred.
- Previous experience with children, either in a professional or volunteer capacity.

CONTACT:

Interested applicants should email a cover letter and resume to:
Director@SwarthmorePublicLibrary.org

DEADLINE:

Applications will be accepted until the position is filled.

Swarthmore Public Library is an equal opportunity employer and values diversity. All employment is decided on the basis of qualifications, merit, and business need.