



## **Annapolis Valley Regional Library Job Posting Library Clerk, Hantsport Branch, Part-Time 6-Month Contract**

**This position is being posted internally and externally.**

### **Summary:**

Position: Branch Supervisor

Location: Hantsport Branch

Status: Contract Full-Time for 6 months, with possibility of extension or to be made permanent

Salary range 2026-2027: \$28.26 - \$30.93 per hour

Hours per pay period: 65.5 hours

### **Description of Work:**

The Branch Supervisor is responsible for service to the public including circulation, information and technology questions, and delivering programs. Oversees the daily operations of the Branch and supervises any permanent and casual staff who work within it, including coaching, training, and evaluation.

### **Hours of work: 1-week rotation**

|                          |
|--------------------------|
| <b>Week 1 &amp; 2</b>    |
| Monday- OFF              |
| Tuesday- 11:00am-8:00pm  |
| Wednesday- 9:45-3:00pm   |
| Thursday- 11:00am-8:00pm |
| Friday- 9:45-3:00pm      |
| Saturday- 9:45-3:00pm    |
| Sunday – OFF             |

### **Timeline**

Interested candidates are asked to submit a resume and cover letter indicating how they meet the qualifications of this position by 11:59pm on Friday, September 18<sup>th</sup> to Julia Merritt, CEO via email at: [hr@valleylibrary.ca](mailto:hr@valleylibrary.ca). Interviews will take place during the week of September 21<sup>st</sup>. The anticipated start date for this position will be Tuesday, October 13<sup>th</sup> or earlier.