POSITION INFORMATION
Title: Teen Advisory Group Intern
Type: part-time, temporary position
Schedule: To be determined, 5 hours/week during January-March, up to 10 hours/month April-June.
Location: Ketchum, Idaho
Reports to: Cándida Miniño, outreach librarian
Compensation: $14/hour
Benefits: employee discount
Special Instructions: successful applicants must be able to complete a criminal background check. Please note that in order to work in the state of Idaho, you must be at least 14 years old.

JOB SUMMARY
The Community Library is seeking interns for a Teen Advisory Committee. The first task will be supporting the Winter Read—a community-wide program to promote literacy by inviting everyone to read a book and talk about it. (This year’s pick is Sabrina & Corina: Stories by Kali Fajardo-Anstine.) Subsequently, members of the Teen Advisory Group will recommend, plan, and lead programs to be offered to their peers or youth with the goal of increasing teen engagement in library activities. Interns will also spend time developing job and teamwork skills.

DUTIES AND RESPONSIBILITIES MAY INCLUDE:
• Planning and publicizing the Winter Read kickoff event in January; coordinating giveaway prizes
• Introducing guest speakers and/or providing book recommendations at programs
• Helping with audience Q&A for programs
• Co-leading a program in conversation with a guest speaker
• Leading or co-leading public book discussions
• Developing community feedback activities for Library patrons
• Being a class or club liaison
• Preparing social media posts

After Winter Read ends in mid-March, we will meet twice a month to produce teen programs.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS
Work is performed indoors and out and may involve sitting at a computer and standing for lengthy periods of time. This position requires intermittent lifting and moving objects up to 40 pounds (heavier items must be team lifted). Successful applicants will need to comply with any current COVID-19 safety mitigations.

REQUIRED QUALIFICATIONS
• Interest in community outreach to diverse populations
• Demonstrated communication skills or interest in developing them
• Ability to work a flexible schedule, including meetings twice a month after the Winter Read to produce teen programs.
• Interest in engaging peers in library programs and events and serving as an ambassador for The Community Library in the community
• Bilingual skills in English and Spanish are advantageous but not required.

APPLICATION INSTRUCTIONS
Interested applicants should fill out an interest/application form online. It can be found here: https://comlib.org/use-the-library/children-and-young-adult-library/teen-advisory-group/? First review of applications will begin in December, and the last day to submit applications is December 17. Please direct all inquiries to Nicole Lichtenberg, director of operations, at bringit@comlib.org.