



Job Number: #2026-032
Vacancy Status: Existing Vacancy
Posting Date: October 23, 2026
Deadline: November 13, 2026

Children's Services Specialist

Clearview Public Library

Clearview Public Library is seeking a creative and enthusiastic candidate to join our team as a permanent full-time Children's Services Specialist, conducting high-energy programs for children and adults in our branches (Stayner, Creemore, and New Lowell Branches) and our community.

Key Accountabilities:

Reporting to the CEO, the Children's Services Specialist is responsible for developing and delivering a variety of exciting programs for children and adults at all three branches, area schools, and with our community outreach partners.

The preferred candidate will possess a B.Ed., Library and Information Technician Diploma, ECE Diploma, or Child and Youth Worker Diploma.

Skills and Experience:

- Recognized post-secondary Library or Children's/Youth/Education Diploma/Degree.
- Experience conducting children's programs filled with movement, music, and interactive play.
- Adaptive and able to pivot smoothly from a programming mindset to administrative tasks.
- Previous public library experience preferred.
- Familiarity with child development and elementary school curriculum.
- Proficient computer skills in Microsoft Office 365 and in an integrated Library System preferred.
- Excellent time-management, interpersonal, and organizational skills.
- Demonstrated ability to work independently and in a team environment.
- Physical ability to lift, bend, stoop, and crouch while delivering programs and moving program supplies between locations.

Note: The preferred candidate must be willing to provide consent for the Clearview Public Library to conduct a Vulnerable Sector Check prior to finalizing an employment offer.

Hours of Work:

70 hours in a two-week period. Includes every other Saturday. **The position includes mandatory evening and weekend shifts.**

Salary:

The salary rate offered for this position is \$28.22 per hour to \$34.65 per hour.

How to Apply:

Qualified candidates are invited to submit their resume and a covering letter, quoting **job # 2026-032** by **November 13, 2026**, to:

Jennifer La Chapelle, CEO
Clearview Public Library
269 Regina St., Stayner ON L0M 1S0 or:
Email: jlachapelle@clearview.ca

We thank all applicants for their interest; however, only those applicants selected for an interview will be contacted. No phone calls, please. The Clearview Public Library does not use Artificial Intelligence (AI) technology at any stage of the recruitment process. The Clearview Public Library is an equal opportunity employer. Accommodation will be provided in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).

Please visit: www.clearview.ca