STAFF VACANCY

Brescia University College (www.brescia.uwo.ca), a Catholic college affiliated with Western University, is Canada’s only women’s university providing instruction to over 1,500 students. The Beryl Ivey Library at Brescia is currently seeking a dynamic individual to fill a position as:

**Contract Library Assistant**
*(Temporary Part-time, September 2019 – April 2020)*
*(Hourly rate $17.86)*

Reporting to the Public Services Librarian, this part-time position independently oversees the Beryl Ivey Library during assigned shifts and is responsible for the provision of user-centered reference and circulation services to students, faculty, and staff.

You are a service-oriented individual with excellent communications skills along with the ability to multi-task in a busy environment. An undergraduate degree and minimum of two years public service experience, ideally in an academic library setting, are required. Your experience includes providing excellent and professional customer service as well as trouble-shooting patrons’ technology-related problems. Proficiency in a variety of Windows-based productivity software (Word, Excel, PowerPoint, etc.), as well as online databases, is required. Experience using library technology systems (ILS) is preferred. A variety of additional projects may be assigned. The ability to work within a team as well as demonstrating initiative and accountability for individual responsibilities is essential.

The Contract Library Assistant position will work between 5 and 10 hours per week on weekends.

For a detailed description of the role, please email bucareer@uwo.ca with your request.

Please submit a letter of application and resume by Tuesday, August 13, 2019 to:

Brescia University College  
1285 Western Road  
London, Ontario N6G 1H2  
Email: bucareer@uwo.ca

The University invites applications from all qualified individuals. Brescia University College is committed to employment equity and diversity in the workplace and welcomes application from women, members of racialized groups/visible minorities, Indigenous person, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression.

Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact Human Resources at bucareer@uwo.ca