



GUSTAVUS PUBLIC LIBRARY
PO BOX 279 GUSTAVUS, ALASKA 99826-0279
PHONE (907) 697-2350 FAX (907) 697-2249
e-mail librarian@gustavus.lib.ak.us

GUSTAVUS PUBLIC LIBRARY INTERNSHIP DESCRIPTION

Internship dates: July 21-25 & August 18-22
\$13.50/hr, up to 15 hours per week

This position opens for application on: July 9, 2025

This position closes for application on: July 17, 2025

Duties include but are not limited to:

- Assisting in planning and preparing Literacy Camp activities.
- Preparing materials ahead of time for each day's program.
- Setup and cleanup of daily activities.
- Assisting in daily programs, and leading activities such as read-alouds and games with children under the supervision of librarian.
- Recording data, taking photos, and assisting children with literacy camp activities.

Requirements:

- Applicants must be at least 14 years of age.
- Applicants must be reliable, self-starters, and able to work well with children and families.
- Applicants must be available July 21-25 & August 18-22, from 8:30am-1:00pm.
- Must be able to show up on time and work with enthusiasm and effort.

Work Hours:

July 21-25 & August 18-22, from 8:30am-1:00pm. (Must not exceed 15 hours per week.)

Work Location: The majority of work will take place at the Gustavus Public Library. Some activities may take place outdoors next to the library. There may be limited off-site tasks, such as distributing flyers to the school or town bulletin boards.

Supervisor: Morgan Park, Public Services Librarian

Employment applications are available at the library and at City Hall and must be returned to the City Hall by July 17, 2025. There is a locked mail box at City Hall's front door where you can insert your application.

The City of Gustavus is an Equal Opportunity Employer.