



## **BRAUNSTONE TOWN COUNCIL**

Serving the communities of Braunstone Town and Thorpe Astley

*Darren Tilley – Chief Executive & Town Clerk*

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[www.braunstonetowncouncil.org.uk](http://www.braunstonetowncouncil.org.uk)

## **Job Advertisement**

### **Part Time Library Assistant**

**HOURS:** 9.75 hours per week. Includes weekdays and Saturday mornings.

**GRADE:** 7 - 10 - £12.63 - £13.28 per hour, £6401.80 per annum (Pro Rata)

**CONTRACT:** Part time, permanent position

**APPLY BEFORE:** 9am Monday 20<sup>th</sup> May 2024

**INTERVIEW DATE:** Date to be determined

Braunstone Town Council are looking for a reliable and enthusiastic person to provide a high-quality Library service to the community at Braunstone Community Library. The role includes working as part of a small team to promote reading and books, support with ICT services, support and promotion of community events held in the library and running of an efficient library service on a day-to-day basis.

You will be a keyholder for the library building and responsible to the Senior Library Assistant. Cover will be required for other members of the team for holidays and sickness and cover for at least one Saturday per month will be required.

To be successful in this role, you will be able to work on your own initiative with minimum or no supervision; be enthusiastic about reading and knowledge and supporting local community events and initiatives.

**Application Forms (CVs not accepted) and further details are available on our website:**

**[www.braunstonetowncouncil.org.uk](http://www.braunstonetowncouncil.org.uk)**

**and from Braunstone Civic Centre. Tel: 0116 289 9270.**

**Email: [pauline.snow@braunstonetowncouncil.org.uk](mailto:pauline.snow@braunstonetowncouncil.org.uk)**

For an informal discussion about the role, please contact us at the above.

*Braunstone Town Council is an Equal Opportunities Employer*