



## **Thomas Memorial Library** ***Internship Opportunity***

### **Teen Leader**

The Thomas Memorial Library is seeking several student interns to act as a monitor and activity leader for our Afterschool Hangout for upper elementary and middle school students who visit the library on weekdays after school.

#### **What is required?**

- Be at least 16 years old
- Be available from 2:30 - 5:00 p.m. at least two afternoons a week
- Be available for occasional meetings with library staff
- Be available on a consistent basis
- Inform staff in advance if you are unable to work your shift
- Work well with a partner Teen Leader at the program

#### **What skills and qualities are required?**

- Excited to help younger kids and teens
- Interest in video game play, and ability to lead kids with a positive attitude
- Responsible and act with integrity in ALL situations
- Engage and assist game players and kids engaged in other activities.

#### **Any other requirements?**

- Ability to lift and carry laptops, cords, craft supplies

#### **What do I do during Afterschool Hangout? – HAVE FUN!!**

- Help get the room ready with laptops and the game systems
- Stay the entire program
- Help participants if they have questions about games or other activities
- Help participants with crafts and physical games
- Help clean up and put equipment away
- Mentor other teens who will become Teen Leaders over time

#### **Who are my library staff supervisors?**

- The librarians in the children's room are available to assist you, and one of them will also be assigned to monitor the program in the afternoons

### **Is this a paid position?**

This is a volunteer position, but it is valuable experience that will look great on college and work applications in the future.

### **How do I apply?**

- Fill out a Team Leader internship application online on our website
- Come in for an interview when we contact you

### **What if I have questions?**

- Email Rachel Davis, Assistant Director/Children's Librarian, at [rdavis@thomas.lib.me.us](mailto:rdavis@thomas.lib.me.us)