

Elm Grove Public Library

Library Page (part-time)

The Elm Grove Public Library is seeking a **part-time, year-round** Library Page. The position averages **7 – 10 hours per week**, and may include both day and evening hours. The position is also included in the Saturday rotation.

Duties include customer service, check-in and check-out of materials, registering patrons for library cards, handling fines and fees, answering the phone, shelving materials and other duties as assigned.

Minimum qualifications

- Ability to interact effectively with customers at the circulation desk
- Familiarity with using a public library
- Ability to push a loaded book cart
- General computer experience
- 16 years of age or older

- Cash register experience is a plus.

Salary is \$12.00 per hour.

Pick up an application at the Elm Grove Public Library or find it on our website, elmgrovelibrary.org, under Library Info, Employment Opportunities.

Return the completed application by Friday August 22, 2025 to:

Sue Daniels, Assistant Director and Head of Youth Services
Elm Grove Public Library
13600 Juneau Boulevard
Elm Grove, WI 53122

You may also email the completed application to: sdaniels@elmgrove.lib.wi.us