

**Title:** Beautify Anythink

**Position Type:** Sidekick

**Description:**

We want our libraries to be beautiful and welcoming places, come and help! If you love to make things neat and tidy this position is for you. This opportunity may include:

- Cleaning smudges from tables, walls and other surfaces
- Refreshing the toys in the children's area
- Picking up litter on floors, behind books
- Dusting shelves, plants, display cubes
- Straightening furniture
- Wiping down books, DVD and CD cases
- Cleaning screens, keyboards and other public equipment
- Picking up reservation slips near the computers

You assist the staff in creating amazing experiences for our library customers. You are the go-to person who can do smaller tasks, while seeing the bigger picture. You will support your department with a variety of duties that may include special projects or clerical work in a fun, friendly environment.

Ready to join in a bold opportunity to help us take community library service to an entirely new dynamic realm?

**Who you are:**

- You engage well with others and are passionate about your Anythink library.
- You are responsible and dependable, taking pride in your work.
- You are a good listener, able to follow directions with ease.
- You are self-sufficient and can work independently, but ask questions if the need arises.
- You're excited about the opportunity of growing and learning in a changing environment.
- You inspire fun in the people around you.

**A position you'll love:**

- You take pride in your work, whether it be shelving, sorting or straightening materials.
- You are friendly and warm with our customers, assisting them with your trained skills.
- You're a genius when it comes to clean: dusting, straightening and disinfecting are right up your alley.
- You are a wizard at being ready and willing to lend a hand, be it with a program, craft preparation, or alphabetizing.
- You love your library, wanting to expand and enhance library services as well as being an informal advocate of the library in your community.

- You are a lifelong learner and are eager to learn new skills and embrace transformative experiences.
- You are an active member of the community, excited to learn more about Anythink's purpose and mission.

**Do you have what it takes?**

- Do you have the physical ability to push, bend, stretch, reach, and lift?
- Can you read, alphabetize, and do other clerical work?
- Are you willing to commit an appropriate amount of time to Anythink?
- Are you an energetic person with a go-get-'em attitude?

**We are guided by these shared values:**

Community improvement

Pride in service

Anythink spirit

Optimistic attitude – We believe that anything is possible

**Your tasks will involve your being “on the move” in our libraries:** You need to stand, walk crouch, stoop, squat, twist, climb, push/pull/lift up to 25 pounds.