



Brighton Memorial Library is recruiting **two permanent part-time Library Aides** (7-12 hours/week) and a **substitute/on-call Library Aide** to work in the Discovery Room, a multimedia play space. Must be available to work daytime hours and/or evening hours, plus either Saturdays, 11:45am-4:15pm (Sept.-June) or Sundays, 11:45am-4:15pm, in a 2-to-3-week rotation.

Eligibility

The Library Aide is a non-competitive title. It requires a high school diploma or GED.

Duties

- Provides public service in the Discovery Room
- Facilitates the safe and proper use of the Discovery Room
- Maintains Discovery Room by cleaning/disinfecting toys and general organizing
- Other duties as assigned

Skills needed

- Friendly, welcoming demeanor and poise in a busy setting
- Ability to listen well and to communicate effectively
- Attention to detail and accuracy
- Ability to bend to floor and reach overhead to organize the Discovery Room

Desirable Experience and Qualities

- Genuine liking and respect young children
- Enthusiasm and passion for working with children
- Experience working with caregivers and children of all ages
- Flexibility in scheduling

Salary

Permanent PT Library Aide: \$16.12 to \$20.57 per hour in six steps based on performance and longevity

Substitute/On-Call Library Aide: \$16.12 per hour

Environment

Progressive, friendly library serving a diverse, well-educated community

Instructions to Applicants

Qualified applicants should respond in writing to Elissa Schaeffer, Children's Services Manager, Brighton Memorial Library, 2300 Elmwood Ave, Rochester, NY 14618, or via email at elissa.schaeffer@libraryweb.org no later than December 3, 2025. Please enclose or attach:

1. Completed Brighton Memorial Library application (available at <https://www.brightonlibrary.org/employment-opportunities>)
2. A letter of interest
3. Resume
4. The names, titles, and phone numbers of three employment references.

The Town of Brighton's Commitment and Statement to Equitable Hiring

The Town of Brighton is committed to the centralization of diversity, equity and inclusion and is an Equal Opportunity Employer. Our dedication to cultivating a culture of belonging and inclusion is evident in all that we do. We recognize the importance of harnessing diversity and therefore acknowledge the talent, innovation, individual differences and lived realities as unique contributions from our staff. In our quest to advance DEI efforts, the Town of Brighton welcomes job applicants without regard to age, culture, disability, ethnicity, gender expression or identity, race, religion, national citizenship or origin, family care status, marital status, pregnancy, military status, veteran status, prior criminal offense, domestic violence victim status, genetic status, limited English proficiency or any other lawfully protected status.