Position Available:  
.5 FTE (20 hours a week) Graduate Assistant position is available from 16 August 2022– 15 May 2023. (Possibility of partial summer 2023 employment as well.)

Duties:  
Two Graduate Assistants (GA) jointly manage the daily operations of the Center for Children’s Books and support the research activities of the Center’s director and affiliates. Specific duties of this position include providing technical and support services, publicizing programs and activities, managing social media accounts and the Center’s calendar of events, and staffing the CCB reading room and special events. In addition to working with the CCB director, the GAs interact with the University Library system and the Bulletin of the Center for Children’s Books.

Qualifications:  

Required: Enrollment in the LIS degree program in the School of Information Sciences and residency in the Champaign-Urbana area. Skills in web design (e.g., HTML and WordPress), attention to detail, excellent written and oral communication, flexibility and creativity.

Desirable: Familiarity with C-Panel; experience creating digital exhibits for libraries or museums; facility with Outlook; social media literacy; research background in the humanities or social sciences; and knowledge of contemporary and historical children’s literature.

Application procedure: Send a cover letter specifying interest in and qualifications for the CCB position, a CV/resume, a writing sample (e.g., course assignment) of 10 or fewer pages, and a list of three professional or academic references, with contact information, to Professor Sara L. Schwebel, Director of the Center for Children’s Books, via email: sls09@illinois.edu

Deadline: March 11, 2022