

Newbuildings Primary School

Job title: Library Monitor

Vacancy: Spring Term

Positions Available: x4 pupils in KS2

Job description:

The library monitors will be required to work during one lunch time of their choice each week.

You will be responsible for:

1. Making sure the library is neat and tidy and all the books are in the correct place.
2. Ensuring that the library is inviting for all students, placing new books on display for all children to access.
3. Fostering a love of reading throughout the school by sharing their favourite books with others and recommending novels to other children.
4. Helping to create shopping lists for new books with Mrs McCormick.

Full training will be given and support provided throughout the term of the appointment.

Who are we looking for?

We are looking for reliable and responsible pupils. You will need to be someone who is organised and likes to keep things neat and tidy. Someone who likes to focus on small details will be great for this role. If you get pleasure out of making things look neat and inviting and helping others, then being a library monitor might be just the job for you!

Application open: Monday 27th November

Application deadline: Friday 8th December

Interviews - Week Beginning: Monday 5th December

Start Date - Monday 8th January

Newbuildings Primary School
Application Form

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|---|---------------------------|----------------------|
| <u>Name:</u> | | <u>Class:</u> |
| <u>Job Applied for:</u> Library Monitor | | |
| <u>Why do you want this job:</u> <i>Think about what made you apply for this job. What about the job description attracted you?</i> | | |
| <u>Why do you think you will be good at this job?</u> <i>Think about the 'who are we looking for?' section of the job advert - how do you think you meet this description? Can you give any examples of things you've done that demonstrate that you are the sort of person we're looking for?</i> | | |
| <u>What makes reading so important?</u> | | |
| <u>Signature:</u> | <u>Print name:</u> | <u>Date:</u> |
| <u>Declaration.</u> I give permission for my child to apply for the post of Library monitor. I understand that if s/he is successful, s/he will be required to monitor the library one lunchtime per week for the duration of the post. <u>Parent signature:</u> | | |