

The Milwaukee Public Library seeks to contract services for the following year-round position:

Makerspace Facilitator

In support of the Milwaukee Public Library's Connected Learning initiative, Makerspace Facilitators will host programming in makerspaces and teen spaces at Milwaukee Public Library locations. This programming will include Open Making Time, series-based skill building programs, classroom visits, drop-in sessions, and more. Successful candidates will work with supervisor and colleagues to develop makerspace events and report attendance and outcomes. They will consult on equipment purchases, operating procedures, and outcome monitoring. Makerspace Facilitators will be responsible for maintaining tidiness and organization in the space, modeling stewardship and care of library equipment for patrons and fellow staff. They will also install and update equipment as needed.

Makerspace Facilitators will work hand in hand with Teen Interns and College Mentors. They will play a leadership role for people in those positions as needed. They will also work with other Milwaukee Public Library staff and partners as needed to support the Makerspace. Periodic reports will be required as directed by the Teen Education and Outreach Specialist at the Milwaukee Public Library.

Makerspace Facilitators will be expected to adhere to all deadlines and meeting/event schedules. They will report to the Teen Education and Outreach Specialist at the Milwaukee Public Library.

Qualifications

Education and Experience:

- Bachelor's degree in related field
- 2 years experience working with diverse teens in an urban environment
- 2 years experience working with computing and design equipment

Equivalent combinations of education and experience may also be considered.

Required Knowledge, Skills, and Abilities:

- Genuine interest in helping patrons develop 21st century literacies and career skills
- Able to develop report with patrons, colleagues, and community partners
- Uncompromising integrity
- Fastidious organization skills and cleanliness
- Skilled in time management, organization and planning, and written and verbal communication
- Ability to pass a background test and drug test
- Able to work independently

Beneficial Knowledge, Skills & Abilities:

- Experience working with diverse adults and youth in an urban environment
- Experience managing IT equipment
- Experience managing a public space
- Familiarity with 21st Century Skills, Developmental Assets, and the CASEL framework for social and emotional learning
- Familiarity with community based art
- Proficiency in Adobe Suite a major plus
- Interest in communications and marketing, particularly social media
- Knowledge of Milwaukee schools and the city of Milwaukee is desirable

Successful candidates will work an average of 20 hours per week to occur within the following windows of time:

- Monday, Tuesday, and Wednesday from 12:30 pm to 8:00 pm
- Thursday and Friday from 12:30 pm to 6:00 pm
- Saturday from 12:30 pm to 5:00 pm

Compensation is hourly, starting at \$20.40 per hour. The library contracts through a local employment agency. This is not a City of Milwaukee position.

Submit resume with cover letter and three references (including at least two past or present supervisors) to teens@milwaukee.gov. Further information may be obtained by calling (414) 286–3019. Applications will be accepted through **Monday, March 4, 2019**.