



Port Jefferson Free Library

100 Thompson Street • Port Jefferson, NY • 11777
(631)473-0022 • Fax: (631)473-4765
portjefflibrary.org

Children's Department 2026 Summer Reading Program Part-Time Page Positions Available

Candidates must be **14-17 years old and Port Jeff Library Card Holders.**

Responsibilities include:

- Registering children for the Summer Reading Program
- Being knowledgeable about the details of the Program
- Logging in minutes read, books, and prizes on a web-based platform
- Handing out prizes
- Performing various tasks as requested by librarians

Ideal candidates:

- Are active Library patrons
- Enjoy working with children and adults
- Have good organizational and computer skills
- Have a positive and friendly attitude

Candidates **MUST** be available to work June 20 – August 8
(with availability to train the week before).

Availability for this entire time is required!

Work schedule will include morning, afternoon, evening and weekend shifts.

Valid Working papers by the start of employment are required.

Please obtain an application in the Children's Department or print one out
from our website: <https://portjefflibrary.org/about/employment/>

Applications must be submitted by **April 27, 2025** to:

Kimberly Manise

Head of Children's Services

kzettwoch@portjefflibrary.org