

Community Connections Specialist

Permanent Full-time

King Township Public Library (KTPL) serves a vibrant community of 29,000 residents through our multi-branch system. As part of the GTA, King residents are drawn to its rural lifestyle, village atmosphere and high quality of life. The staff and library system enjoy the strong support of the community.

Position Summary:

The Community Connections Specialist plays a key role in building awareness of and engagement with Library services, resources, programs, and strategic initiatives. Under the direction of the Deputy CEO - Patron Experience, the position is responsible for community partnerships, outreach initiatives, communications, marketing, public relations activities, and engagement opportunities that strengthen the Library's presence throughout the community.

This position acts as a connector between the Library and its diverse audiences by cultivating relationships, representing the Library at community events, developing promotional campaigns, and supporting system-wide engagement objectives. This position supports Maker programming and services that foster creativity, innovation, and digital literacy within the community. In addition, the role provides frontline public service support, including circulation, information and readers' advisory services, assisting patrons with library resources and technology, and supporting community-focused special projects and initiatives.

Qualifications:

- Post-secondary diploma in Library and Information Technician, Communications, Marketing, Public Relations, Community Development, or related field.
- Minimum two years of experience in communications, outreach, marketing and library services.
- Strong experience with social media, digital communications, graphic design, and content creation.
- Demonstrated experience building community relationships and partnerships.
- Experience with programming, STEM offerings, and knowledge of digital & Maker technologies.
- Able to provide instruction and use of creative tools including 3D Printers, gaming devices, VR technologies, audio and visual equipment is an asset.
- Familiarity with Integrated Library System (ILS) is considered an asset.
- Strong customer service skills.
- Ability to work independently and collaboratively.
- Proof of valid Ontario Driver's Licence, up-to-date insurance and reliable transportation.
- Able to work flexible hours, including evenings and weekends, at ALL branches within and outside the library system
- Successful candidate will be required to produce a current Vulnerable Sector Check
- Fluent in English with excellent presentation, oral and written communication skills
- Minimum physical requirements: able to lift 30 pounds, bend, reach, and stretch

Hours of Work: 35 hours a week, including evenings and weekends

Salary Range: Starting Rate \$29.93 per hour + Comprehensive Benefits Package

Application Deadline: September 8, 2026

Interested applicants are invited to submit a cover letter and resume to: recruitment@kinglibrary.ca

Please include the job title and job identification #20260804-01 in the email subject line when submitting your application.

We thank all who apply but only those selected for an interview will be contacted.

We are an Equal Opportunity Employer. In accordance with the [Accessibility for Ontarians with Disabilities Act, 2005](#) and the Ontario Human Rights Code, the King Township Public Library will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in recruitment, selection and/or assessment process, please inform the library staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.

