



## **INTERNSHIP ANNOUNCEMENT: Techmobile Assistant**

The Nassau Library System, a cooperative library system that serves the 54 public libraries in Nassau County, NY, is seeking a self-starting, adaptable "people-person" to assist with the operation of our Techmobile and provide support for member libraries and community partners in their digital inclusion and community engagement efforts. This is an excellent opportunity for an MLIS student who wants to gain practical service experience and learn more about how public libraries support community members in need of technology education and library services and develop local partnerships.

### **PRIMARY RESPONSIBILITIES**

- Assists the Techmobile Coordinator or other NLS staff in the operation of the vehicle and its onboard equipment at events at various locations across Nassau County; may drive the Techmobile as needed.
- Alongside library and/or partner agency staff, works directly with community members to assess current access to technology, digital skill level, connectivity needs, and internet use priorities, and coaches clients directly in order to meet their internet use priorities.
- Assists with the development of instructional documentation on popular devices and services.
- Assists member library staff at engagement events to highlight shared services and raise public awareness of libraries, utilizing library software to conduct patron service.

### **QUALIFICATIONS & REQUIREMENTS**

- Current enrollment in a library science, or a related education, social work, or technology Master's program
- At least of one year of experience in a direct customer service role
- Ability to explain and teach basic concepts related to popular consumer technologies, internet connectivity, and common online services and applications
- Capable of producing clear and concise written instructions and project documentation
- Evening and weekend work as required, based on schedule of Techmobile events
- NYS Drivers License in good standing (CDL not required) and the ability to operate and fuel a Sprinter van in all weather conditions
- Lifting up to 30 lbs.; Pushing up to 100 lbs. using wheeled carts; Sitting and standing for periods of time in a smaller space
- Bilingual skills strongly preferred

### **Compensation & Benefits**

\$24.00 per hour for up to 18 hours per week, or Master's program credit, for a time period that aligns with the selected applicant's academic semester in the Spring, Summer, and/or Fall. This internship is a temporary position not eligible for additional benefits. NLS is not subject to Civil Service. Professional involvement encouraged and supported.

### **Apply**

Send resume with cover letter to the attention of Nicole Scherer, Assistant Director, Nassau Library System, at [careers@nassaulibrary.org](mailto:careers@nassaulibrary.org). Preference will be given to applications received by **May 1, 2023**, but applications will be accepted until the position is filled. NLS is an equal opportunity employer.