

**J O B   P O S T I N G**  
**YPSILANTI DISTRICT LIBRARY**  
**Substitute Bookmobile Driver/Para-Professional**

**POSITION:** Substitute Bookmobile Driver/Para-Professional

**NATURE OF WORK:**

The Substitute Driver/Para-professional works under the Head of Outreach Services on an as-needed basis. The primary role of this position is the safe and efficient operation of the Bookmobile, a 36-foot custom vehicle containing library materials for checkout and a seating area. Typical duties may include, but are not limited to:

- Operates the Bookmobile safely and efficiently.
- Advises on maintenance of the vehicle and performs routine maintenance inspections.
- Represents YDL at community events by distributing information and speaking about the Library.
- Supports delivery of reference and information services for library patrons of all ages.
- Assists patrons in use of computers and other library technology.
- Performs circulation duties such as new borrower registration and checking materials in and out.
- Other duties as assigned.

**QUALIFICATIONS:**

- Current State of Michigan Commercial Driver's License (CDL), Class B, with Air Brake Endorsement.
- Excellent Driving Record.
- Excellent communication and interpersonal skills.
- Strong commitment to public service excellence.
- Ability to function in a professional manner, work independently, and use good judgment.
- Flexible and dependable, and willing to work on call.
- Experience working with diverse populations.

**HOURS:**

Hours of employment will vary. May include daytime, evening, or weekend hours. Most hours are scheduled 3-4 weeks in advance, with some shifts offered at shorter notice as needed. No permanent hours or schedule are implied.

**SALARY/BENEFITS:** Hourly wage starting at \$16.00. No benefits are associated with this position.

**TO APPLY:** Position open until filled. Send resume, cover letter, & application form (available at [www.ypsilibrary.org](http://www.ypsilibrary.org)) to:

Ypsilanti District Library/Human Resources      or [lisa@ypsilibrary.org](mailto:lisa@ypsilibrary.org)  
5577 Whittaker Road  
Ypsilanti, Michigan 48197

*The Ypsilanti District Library is committed to creating and sustaining a diverse workforce, and proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, gender, gender identity or expression, sexual orientation, national origin, or age. YDL has an internal workgroup dedicated to equity, diversity, and inclusion, with the goal of a diverse workforce that is representative at all job levels, of the citizens we serve, to support a more equitable future for all.*