



713 Marsha Ave,
Williamstown, NJ 08094
856-629-1212

Library Associate

Employment type: Part-time

Department: Reference

Salary: \$20.50 hourly

Open: 09/18/2026

ABOUT OUR LIBRARY

The Free Public Library of Monroe Township is a medium-sized municipal library located in Williamstown in Gloucester County. We are a member of the LOGIN consortium, a cooperative of 24 libraries that share infrastructure and resources. We offer a wide variety of programs and services year round to our patrons of all ages, and are dedicated to meeting the professional, educational, cultural, and recreational needs of our diverse community.

DESCRIPTION

We are seeking an enthusiastic, service-oriented, and self-motivated individual to join our team. The individual in this position will work closely with librarians in the reference department and will provide exemplary customer service to patrons of all ages and backgrounds by being empathetic, approachable, and helpful. Some examples of duties include:

- Provide reference, technology, and readers advisory assistance to patrons at the reference desk in person and over the phone
- Assist patrons with computer and tech questions via 1-on-1 tech help appointments
- Keep up to date on library services and events, and assist patrons with registration
- Under direction of a professional librarian, may assist with cataloging library materials

REQUIREMENTS

- Graduation from an accredited college or university with a Bachelor's degree
- Some library experience preferred

SCHEDULE

Wednesday & Friday: 1:30 - 5pm ; Thursday: 5 - 9pm ; Saturday: 10 - 5pm

BENEFITS

Vacation, sick, and holiday time provided in accordance with applicable library policies, civil service requirements, and/or collective bargaining agreement. Monroe Township Public Library is an Equal Opportunity Employer.

Send cover letter and resume as PDF attachments to info@monroetpl.org **by 10/17/2026**.
Include job title in the subject line.

*This is a Civil Service position. Appointment will be provisional pending
Civil Service procedures.*