



YOUmedia Mentor – Music Production, Downtown Branch

The **YOUmedia Mentor** at YOUmedia Hartford is an instructor, artist, and technologist who guides teens with exploring digital media and library resources. The Mentor plans and leads workshops and project groups in arts and digital media, troubleshoots technological difficulties, and assists with program implementation. The role requires arranging showcases of student work, staying up-to-date with emerging technologies and trends, and managing supplies in YOUmedia work areas. The YOUmedia Mentor plays a critical role in ensuring excellent service to all customers and meeting the community's needs.

Responsibilities include:

ESSENTIAL FUNCTIONS:

- Plan, design, write, schedule and lead workshops and project groups in the arts and/or digital media using music production, video production, graphic arts, photography, fashion design, game design, and Makerspace activities
- Assist with implementing program offerings with visiting artists and mentors
- Arrange showcases of student work online and in the YOUmedia center
- Keep informed of emerging technologies, current trends, improved programs and processes to better meet the needs of the community
- Manage and maintain supplies in YOUmedia work areas

QUALIFICATIONS

- Bachelor's Degree required. Instructional technology, web or graphic design, music production, or a related discipline preferred
- Experience working with teens is required, including a demonstrated sensitivity and commitment to the needs of teens
- Minimum one year of experience teaching digital media is required
- Minimum one year of professional career experience in a related technological field required
- Proficiency in technologies such as music production, video production, graphic design, photography, game design, fashion design, and/or Makerspace activities. Proficiencies in more than one discipline is strongly preferred
- Experience using social media technology (i.e. Facebook, Twitter, YouTube, etc.) is required
- Required proficiency in Microsoft Office suite of products
- Access to reliable transportation is required

OTHER REQUIREMENTS

- Experience in arts areas such as spoken word, rap, musical composition, painting, sculpture, collage, animation, cinema, theater, creative writing, and/or other areas preferred
- Previous library experience is strongly preferred
- Experience in designing course curriculum within a technology setting is preferred

- Ability to prioritize and complete multiple tasks, and meet program deadlines
- Ability to establish and maintain effective working relationships with individuals and groups, both professional and non-professional, co-workers, management personnel, etc.
- Solid written and verbal communication, listening, organization and priority setting skills
- Ability to provide welcoming and effective customer service

What we offer employees:

Hartford Public Library offers robust benefits you won't find at other nonprofit organizations through a unique partnership with the City of Hartford. This includes:

- MERF Pension Plan with employer contribution
- Health Care, Dental, Pharmacy benefits
- Life Insurance
- Long Term Disability Insurance
- Mental health support through the Employee Assistance Program
- Tuition reimbursement program
- Paid professional development, continuing education and staff engagement opportunities
- Commitment to, and active plan of, diversity, equity, and inclusion work including implementation of the staff-led DEI Road Map

What we offer the community:

The Hartford Public Library is a national leader in redefining urban public libraries in the 21st century as innovative, stimulating and engaging spaces where people can learn and discover, explore their passions and find a rich array of resources that contribute to a full life. We are an integral part of the Hartford community and offer programs for all our citizens. With 7 locations and robust outreach services, we are here for Hartford. Our programs include:

- The American Place, which offers a variety of free services to welcome immigrants and refugees including English Language Learning, Citizenship preparation and civic engagement
- Digital Library Lab
- Hartford History Center
- HPL Studios
- YOUmedia teen spaces
- Baby Grand Jazz, a free series of Jazz performances open to everyone
- Summer Learning
- Leap into Learning - Early Literacy
- Adult education classes and support
- Career Certification, GED
- Technology training and digital literacy
- Library of Things
- Robust print, electronic, audio and video collections · And so much more!

To Apply: Please email resume and cover letter to hpljobs@hplct.org and reference **YOUmedia Mentor, Downtown Branch** in the subject line of your email.

Newly hired employees of the Hartford Public Library must present proof of receipt of a COVID-19 vaccination and may not begin employment at the Library until proof of vaccination (two doses of either the Pfizer or Moderna vaccines or one dose of the Johnson & Johnson vaccine). Booster vaccinations may be required in the future. The Library may consider exemptions for prospective employees who cannot become vaccinated due to a qualifying medical condition or a sincerely held religious belief. Candidates who receive a conditional offer of employment and who seek a medical or religious exemption to the Library's vaccination policy will be provided with additional instructions at the time of the conditional offer. Testing requirements and/or additional PPE requirements may apply to unvaccinated employees.

Appointment Rate: \$19.96

Hartford Public Library is an Equal Opportunity Employer.