



Stouffville
Library

www.wsplibrary.ca
2 Park Drive, Stouffville, ON L4A 4K1
905-642-READ (7323)

Makerspace Assistant, Part-Time, CUPE

(Job # 2025-077-IE)

Department:	Library
Status:	Part-Time, Permanent
Date Posted:	October 08, 2025
Date Closing:	October 24, 2025, 4:00 p.m.
Number of Positions:	1
Scheduled Hours/Shifts:	Up to 24 hours per week - this position requires full availability for: • Mornings, afternoons, evenings and weekends
Salary:	\$17.59 - \$20.35 per hour
Flexible Working Arrangements:	No

WHY Stouffville:

Working for the Town of Stouffville means being a part of one of HRD Canada's Best Places to Work. Here, we foster a sense of belonging as a tightknit workforce. The Town is dedicated to supporting employees by offering competitive wages, opportunity to participate in OMERS pension plan, flexible schedules, complementary gym membership and access to our employee discount program.

Join our Library Team as a Makerspace Assistant and help spark creativity and innovation in our community. In this hands-on role, you'll develop and deliver engaging STEAM-focused programs for all ages, supporting learning through digital and maker technologies. If you're creative, tech-savvy, and enjoy working with people, this is a great opportunity to make a meaningful impact in a dynamic, inclusive space. Come be part of a team that values curiosity, connection, and community learning!

We are committed to being an equal opportunity employer, supportive of an inclusive, barrier-free recruitment and selection process and as we grow, it's important that our workforce reflects the citizens we serve. At the Town, we respect, encourage, and celebrate our diversity. If contacted for an employment opportunity, please advise if you require accommodation.

Position Purpose:

Reporting to a Library Coordinator, the Makerspace Assistant is responsible for the development, delivery, and evaluation of Makerspace programs that promote creativity, innovation, and hands-on learning. This role supports users of all ages by providing excellent customer service, facilitating STEAM-based programming, and maintaining a safe, engaging Makerspace environment. Responsibilities include monitoring supplies, maintaining usage statistics, creating approved promotional content, and supporting outreach efforts. The Makerspace Assistant collaborates with Library staff to ensure programs align with community needs and Library goals. This role requires flexibility to work daytime, evening, and weekend shifts, strong interpersonal skills, and comfort with digital and maker technologies.

Qualifications and Requirements:

- Completion of High School Diploma and Vulnerable Sector Screening.
- Experience with STEAM and STEM programming an asset.
- Creative and socially confident.
- Knowledge of digital and maker technologies.
- Excellent customer service skills and the ability to work with a diverse group of people.
- Understands the developmental needs of children, teens, and adults.
- Excellent English language skills, both oral and written.
- Excellent communication, customer service, public relations, problem-solving, and inter-personal skills. The ability to establish and maintain effective working relationships with staff and the public.
- Superior organizational skills, with the ability to multitask and to prioritize work assignments.
- Self-motivated with a professional attitude.

How to apply:

Please forward your resume in confidence **October 24, 2025, 4:00pm.** identifying **Job # 2025-077-IE** in the subject line to hr@townofws.ca.

Please save your resume in PDF version and save the document in the following format: *Full name, Position Title*

We thank all applicants for their interest in this position, however, only those applicants selected for an interview will be contacted.