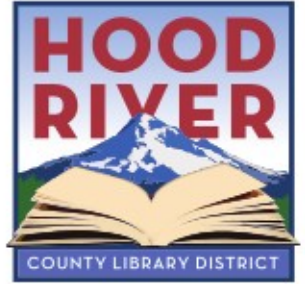


**Job Announcement  
Teen Intern**



**Open until filled  
First review applications  
Wednesday, April 29, 2026**

**Job description**

This internship opportunity is designed to provide valuable work experience and professional development for teenagers interested in library services and community engagement. As a Teen Intern, you will have the chance to assist with various library tasks, work closely with library staff, and contribute to creating a positive and welcoming environment for library patrons. This is a grant-funded position aimed at building connections and opportunities for community teens, overseen by the Teen and Tween Services Librarian to ensure grant requirements are met.

**Duties include:**

- Collaborates and assists Teen and Tween Services Librarian, Bookmobile and Outreach Librarian, and Children's Services Librarian
- Meets weekly with Mentor, the Teen and Tween Services Librarian
- Checks in and out library materials
- Assists with and planning arts & crafts for programs
- Works at the Hood River Library and Bookmobile
- Assists with preparing supplies
- Attends Odell Summer Reading at Mercado del Valle and Teen and Children's programs
- Signs up youth for the Summer Reading Program
- Shelves library materials
- Assists with library projects

**Teen Intern will bring:**

- Enthusiasm and willingness to learn
- Ability to follow directions
- Energetic and engaged attitude
- Punctuality and adherence to a schedule

502 State Street  
Hood River · OR 97031

**541 386 2535**

[www.hoodriverlibrary.org](http://www.hoodriverlibrary.org)

- Welcoming attitude towards others, particularly those new to library services

This position is a temporary grant funded position from June 2026-August 2026 at 19 hours per week, including Saturdays and some evening hours. The position reports to the Assistant Director.

### **Required minimum qualifications**

- Students who are between entering their junior year of high school but have not yet started college (approximately 16–19 years old).
- Work at least 100 hours total, up to 300 hours maximum.
- Spend time writing about and reflecting on their experience.
- Complete two short surveys about their experience.
- Attend an Oregon State Library meeting via Zoom.

### **Desired minimum qualifications**

- Ability to speak and write English fluently. Ability also to speak and write Spanish is preferred.

### **Necessary Knowledge, Skills and Abilities:**

- Ability to sort efficiently in alphabetic or numeric order, and to develop a working understanding of the Dewey Decimal system of library materials arrangement.
- Ability to establish and maintain harmonious working relationships with other employees and the public.
- Ability to pay close attention to detail and to understand written and oral instruction.
- Work evenings and weekends.
- Ability to accept supervision and correction on a daily basis.
- Ability to maintain physical condition necessary for standing, bending, kneeling and moderate lifting.

### **Compensation**

- The salary is \$16.99 per hour.
- This is a temporary grant funded position from June-August 2026.

### **How to apply**

Please read the job description carefully and submit the following:

- Cover letter
- A completed Hood River County Library District Application for Employment

The complete application packet, together with the job description, is available from the following sources:

- Online at <http://hoodriverlibrary.org/about/employment>.
- Hood River Library, 502 State St, Hood River, OR 97031.
- Cascade Locks Library, 140 SW Wa-Na-Pa, Cascade Locks, OR 97014.
- Parkdale Library, 7300 Clear Creek Rd, OR 97041.
- By calling 541-386-2535 or emailing [rachael@hoodriverlibrary.org](mailto:rachael@hoodriverlibrary.org).

Documents must be submitted in OpenDocument, PDF, or Microsoft Office format. Complete application packet and email to [rachael@hoodriverlibrary.org](mailto:rachael@hoodriverlibrary.org) or return to Hood River County Library District, 502 State St, Hood River, OR 97031

The Hood River County Library District is an Equal Opportunity Employer.

Last revised: April 1, 2026