



EMPLOYMENT OPPORTUNITY

Bloomfield Township Public Library is looking for an enthusiastic, energetic intern committed to high quality public library service. Bloomfield Township Public Library is a class V library with a service population of 44,000+ people and a \$10.9 million annual operating budget. There is strong community support for the Library, its collections, services, and the programs offered. The Library promotes inclusivity in the diverse collections and programs available to all ages and abilities. Technology is integrated into library services. The successful candidate will have a strong commitment to provide quality public service and the desire to work and learn in a collaborative team environment.

POSITION TITLE: Next Chapter Library Intern

DEPARTMENT: Adult and Teen Services, reporting to Department Head

HOURS: Fifteen hours per week for nine weeks. Includes evenings and weekends on a flexible basis.

WAGES: \$15.00 per hour.

REQUIREMENTS:

MINIMUM:

- Applicants must be entering their junior or senior year of high school or first year of college, university, or trade school.
- Ability to lift, push, and/or pull at least 20 pounds; ability to visually review materials and discern vocal and audible tones, with or without reasonable accommodation.

DESIRABLE:

- Previous experience working with the public in any capacity.
- Responsive and consistent communication in person, by phone/text, and by email.
- Interest in learning about the profession, ethics, values, and practices of librarianship and public libraries.

TASKS AND RESPONSIBILITIES:

Attend kickoff, check-in, and closing events for the Next Chapter Library Intern program.

Over the course of this nine-week internship, the intern will spend time in each of the library's departments, learning about how each department functions and participating in the day-to-day work of the library. The intern will participate in running programs, working at the reference desk, selecting and evaluating materials, facilitating the circulation of library materials, and many other aspects of library work.

With their mentors, interns will develop a connected learning project to be completed over the summer. Interns are expected to spend dedicated time writing, reflecting, and sharing about their experience.

APPLICATION: Due Thursday, April 23, 2026.

The anticipated start time for this position is mid-May of 2026.

Your application must include:

- A cover letter explaining why you are interested in this position and a brief overview of your internship project.
- A completed library application form, available on the link below.
- A work permit if you are under the age of 18.
- Apply and upload all materials
here: <https://bloomfieldtwp.bamboohr.com/careers/69>

Careers
Bloomfield Township Public Library
1099 Lone Pine Road
Bloomfield Township, MI 48302
248-642-5800
Fax: 248-258-2555
careers@btpl.org

*We spark curiosity and imagination by connecting the community
to resources, technology, and support.*

For more information about the Library, visit our website at www.btpl.org

Bloomfield Township Public Library provides equal employment opportunities to qualified persons without regard to race, color, sex, sexual orientation, religion, national origin, political views, age, disability, marital status, height, weight, or any other prohibited basis.