



**ISLAMIC FOUNDATION • OUTSTANDING EDUCATION • CONFIDENCE & SOCIAL SKILLS**

---

## **AZ-ZAHRAA ISLAMIC ACADEMY**

**Position:** Part Time Librarian / Library Technician (two or three days a week)

**Start/End Date:** September 1, 2022 to June 30, 2023.

The Az-Zahraa Islamic Academy (AZIA) is an independent elementary and middle school that is inspired by the doctrines and values of the Islamic faith and offers a broad and balanced program that is in line with BC's redesigned curriculum. It strives to nourish academic, ethical, and spiritual excellence in its students. AZIA strongly values its partnership with parents and the wider community.

AZIA is a Group 1 classification of Independent schools under the Ministry of Education guidelines. The school opened its doors for the first time in September 2003 and currently offers Junior Kindergarten, and Kindergarten to Grade 9 education. The school is located at the Az-Zahraa Islamic Center in Richmond BC, which includes a beautiful mosque, a large library, a playground, and a full-size gymnasium. We have a strong enthusiastic team of dedicated staff, committed to the vision of the school, and a supportive and devoted School Board.

### **Preference will be given to candidates who:**

- Are technologically literate and preferably have knowledge of computer technology applications to maintain library systems (or who can easily learn how to)
- Have the ability to effectively review books and multi-media resources that align with the values of Islam and the philosophy and principles of the Az-Zahraa Islamic Academy
- Have a strong foundation in Islamic Education
- Show strong organizational skills and the ability to maintain a library space
- Can work efficiently and quickly with multiple tasks on hand
- Are familiar with children's literature and resources (or who can learn)
- Skills/interests in creating and promoting programs to build enthusiasm for reading and learning in general
- Can effectively communicate and work as a team member to ensure a shared sense of mission and purpose among students, staff and parents

### **Job description:**

- The Library Technician will be expected to conduct basic library routines and practices (ie. cataloguing, selection and purchase of resources, reference services and library administration). They will also assist students and teachers with the selection of age / level appropriate print and digital resources, research and citation skills, teach about academic integrity, etc. The Library Technician will also be responsible for choosing and purchasing materials appropriate for the library according to Islamic values, as well as running library programs.

**Applications will be accepted until March 25, 2022.** Resumes and supporting documents should be sent to [principal@azia.ca](mailto:principal@azia.ca) or mailed to:

Attn: Mr. Pozzolo  
Az-Zahraa Islamic Academy  
8580 No. 5 Road  
Richmond, B.C.V6Y 2V4