



The **Library of Parliament** is a non-partisan organization that supports Canadian parliamentary democracy and provides a stimulating and rewarding work environment. We recognize that our employees are our most important asset, which is why we offer excellent benefits, a minimum of four weeks' vacation leave, flexible work schedule options, a 35-hour work week, learning opportunities to support professional and career development, competitive salaries and more!

The Library of Parliament believes that the excellence for which it is known is enhanced by nurturing an inclusive workplace that embraces diversity, values differences and supports the full participation of all employees. The Library is committed to creating and maintaining a diverse workforce reflecting the communities in which we live and work, the clients with whom we work, and Canadian society as a whole.

Information and Collection provides high-quality, substantive and timely information, reference and documentation services to parliamentarians and their staff by building, managing, preserving and optimizing access to the Library's information assets.

We are currently looking for candidates to staff the following position: **Current Awareness Technician**.

As part of a team in a fast-paced environment, the **Current Awareness Technician** develops and produces non-partisan, high quality, digital, curated media monitoring products designed to enhance awareness and understanding of a wide variety of matters of interest to parliamentarians and parliamentary employees. Current Awareness technicians leverage their extensive knowledge of the Canadian political landscape, and both Canadian and international media sources, and are willing contributors to the growth of the Library of Parliament's media monitoring practices and products.

CURRENT AWARENESS TECHNICIAN CURRENT AWARENESS, INFORMATION MANAGEMENT AND DESCRIPTION INFORMATION AND COLLECTION

Determinate Position

LT-04 (\$71,757 - \$82,047)

(Bilingual staffing – imperative: CBC/CBC)

Note: While this position is eligible for telework, *monthly on-site presence is required at Library of Parliament workplaces located in the National Capital Region.

* This condition may be subject to future changes

For the purposes of this selection process, the competencies listed in the attached Competency Profile will be evaluated.

The following knowledge criteria will also be evaluated:

- Knowledge of the Canadian parliamentary system, the federal government and parliamentary publications.
- Knowledge of current affairs that are of interest to parliamentarians and the general public as well as the sensitivities of different groups in the Canadian political landscape.
- Knowledge of and interest in international affairs.
- Knowledge of search tools and techniques used to retrieve information from catalogues, online databases and websites.

To be considered, candidates must have:

- A Library Technician diploma or a bachelors' degree in one of the following domains: Political science, Journalism, International affairs, Communications or an education in related field and relevant work experience.
- Experience working in a fast-paced environment with tight, daily turnaround times.

Asset(s):

- Experience in media monitoring.
- Experience with database and online searches.
- Experience working in a library, information centre or parliamentary environment.
- Experience working effectively in a virtual or remote work environment.

Working Conditions

- Must be willing and able to work early morning shifts (5 a.m. to 1 p.m.)

Candidates retained in this selection process will be required to obtain successfully:

- A second-language evaluation (Bilingual staffing – imperative: [CBC/CBC](#))
- A pre-employment screening

Additional Information:

- The Library of Parliament welcomes all candidates to apply and encourages applications from Indigenous persons, racialized persons, 2SLGBTQIA+ persons, and persons with disabilities for this position.
- This selection process is open to the public.
- This selection process may include a second-language evaluation, a written qualifying exam and an interview. The interview will consist of behavioural, situational and knowledge-based questions. Candidates will be required to pass each stage in order to move to the next stage of the selection process.

- We are committed to providing an inclusive and barrier-free work environment, starting with the staffing process. If you require accommodations during any phase of the evaluation process, please contact us at LOPCareers-CarrieresBDP@parl.gc.ca.
- Qualified candidates from this selection process may be considered for determinate or indeterminate positions at the Library of Parliament that require similar knowledge and/or competencies.
- Education and experience requirements will be used to determine which candidates will be asked to participate in the next stage of the selection process.
- Satisfactory references and proof of education are essential conditions of appointment.
- Travel and relocation expenses are the responsibility of the candidates.
- Only those legally permitted to work in Canada can participate in this selection process.

Apply no later than Click or tap to enter a date. – **11:59 p.m. (Eastern Time).**

To apply, please send us your curriculum vitae, along with a covering letter indicating how you meet each of the education and experience requirements of the position.

Please quote your **full name and 24-LOP-267** in your documents and in the subject line of your email.

Send your application by email at LOPCareers-CarrieresBDP@parl.gc.ca.

Questions? Contact Human Resources at LOPCareers-CarrieresBDP@parl.gc.ca.

We thank you for your interest. Please note that only those selected for further consideration will be contacted.
