

Recommendation for Hire

To: Knoxville City Council

From: Library Board of Trustees

Date: September 2, 2026

Subject: Hiring Recommendation for **Gabriella Johnson**

Recommendation Statement

Pursuant to the review of applications, candidate interviews, and the selection process conducted by the Librarian and the Library Board of Trustees, it is respectfully recommended that the **Knoxville City Council** approve the hiring of **Gabriella Johnson** to the position of **Library Assistant**.

Justification & Qualifications

- **Experience:** Miss Johnson demonstrated exceptional alignment with the library's strategic goals and community-focused mission.
- **Core Competencies:** Gabriella is a senior at Knoxville High School, and plans to attend college in the fall of 2027. She is still undecided about what her future plans are, but hopes that the visits to college campuses in the coming year will clarify what college is the best fit for her. She is a dedicated student who is a member of National Honor Society, and she enjoys helping the Drama Club produce a play each spring and fall. While this is her first job, we believe that she will be friendly and helpful to patrons, and that she will be able to learn how to accurately shelve books and learn the computer skills required to assist patrons on Saturdays.
- **Interpersonal Skills:** During the interview, she exhibited an understanding of our community's needs and a strong commitment to public service excellence.

Proposed Terms of Employment

- **Status:** Part-time
- **Effective Start Date:**
- **Compensation:** \$15/hour
- **Contingency:** This offer remains contingent upon the successful completion of a pre-employment screening.