



NORTHVILLE DISTRICT LIBRARY

JOB POSTING

Due to a retirement, the Northville District Library seeks an enthusiastic and innovative individual for a part-time position to serve as one of its Youth Services Librarians.

- Position:** Youth Services Librarian
20 Hours per week, including some weekends and evenings
This is a Union Position
- Salary Range:** \$23.21-\$27.06 per hour based upon prior work experience
- Benefits:** Paid time off includes sick, vacation, holiday, and personal business time.

Essential Duties Include:

- Participates in community and school outreach activities
- Develops and implements a variety of youth programming including story times and other literature-based programming, Summer Reading, STEAM activities, crafts and hosting performers.
- Develops and maintains youth collection areas by reviewing, evaluating, selecting, purchasing, and withdrawing materials
- Provides reference, readers' advisory, and library services support for users of all ages at the public Information and Reference Desks
- Promotes informational literacy and facilitates learning in the library using a variety of techniques
- Recommends changes in programs, services, and collections based upon new developments in the library field
- Communicates effectively with staff and patrons
- Serves as the Librarian-in-Charge of the building when assigned
- Participates in Continuing Education opportunities
- Performs related duties as assigned

Required Qualifications:

- Master's Degree in library science from an ALA-accredited college or university
- Possess a Level I or II Professional Certificate from the Library of Michigan. Candidates without this certification will be considered for the position, but will be required to such obtain such certification within six months as a condition of their employment
- Posses a strong commitment to serving youth patrons
- Familiarity with social, pop culture, and technological trends that impact young people's lives
- Ability to create new services and procedures incorporating new theories and technologies as applicable
- Ability to prioritize duties and tasks
- Critical thinking skills
- Excellent interpersonal and communication skills
- Experience in working independently and as part of a team
- Knowledge and proficiency in MS Office, online resources, social media and emerging library technologies
- Knowledge of youth literature, both current and classic, and library usage habits in order to manage collections and programs, as well as address reference queries
- Knowledge of library functions, rules, policies, and procedures
- Strong public service orientation

Deadline for application: October 16, 2020

Please submit a resume, cover letter and application to:

Carla Eggert, Administrative Assistant
Northville District Library
212 West Cady Street
Northville, MI 48167-1560

Email: ceggert@northvillelibrary.org

Applications can be accessed at: https://northvillelibrary.org/?page_id=22288