

JOB POSTING

TITLE: YOUTH SERVICES LIBRARIAN
REPORTS TO: LIBRARY DIRECTOR
JOB CLASSIFICATION: EXEMPT
LIBRARY: SPRING LAKE DISTRICT LIBRARY

NATURE OF WORK: This is a professional position. The essential function of this job is to manage the Youth Services department, which includes planning and executing library programs for children and youth, marketing youth library services in the community, creating marketing materials such as posters, flyers, and brochures, providing collection development and evaluation of the youth services collection, and providing reference and information services to patrons of all ages. This position participates in appropriate Lakeland Library Cooperative functions.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Bachelor of Arts with a concentration in a humanities field.
- Professional Librarian's Certificate from the State of Michigan or credentials to qualify for certification.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

- Master of Library and Information Science from an ALA-accredited college or university or currently enrolled in an ALA-accredited program.
- Successful experience as a youth librarian in a public library.

STANDARD PHYSICAL REQUIREMENTS

- Operate a computer terminal.
- Stand, walk, push, reach, climb, bend, stoop, and lift/carry materials weighing up to 20 pounds when performing the duties of this position.
- See, hear, and talk adequately to perform the duties of this position.
- Manipulate physically a variety of materials.

Complete job description and application forms are available at Spring Lake District Library, 123 East Exchange Street, Spring Lake, MI 49456 or by email to ataylor@sllib.org. Resumes will be accepted only with standard application form. Telephone (616) 846-5770.

The position is open until filled. Applications received by December 6 will receive first consideration.

Spring Lake District Library is an equal opportunity employer and does not discriminate on the basis of race, religion, color, sex, age, national origin or disability. Special accommodations will be provided upon request. Two weeks notice is required.