

## POSITION AVAILABLE

### Adult Services Librarian (part-time)

Pay Range: \$17.60 - \$25.09 an hour

Hours: Average 24 hours a week, with one Saturday a month and at least 4 Sundays a year

The Salem-South Lyon District Library is looking for a part-time Adult Services Librarian to join our team. **We will consider spring graduates.** Posting is two pages long and includes questions.

Named a 2018 Starred Library by Library Journal (one of only six in the state!), we're preparing to open our Children's Department expansion before summer reading begins. Will you be part of our staff by then? Celebrating our 80<sup>th</sup> anniversary this year, we have an active community with a range of interests. Summer reading programs include craft nights, space exploration, gardening, and a presentation on classic cars. We are a part of the community, and we strive to maintain that role to our patrons. An ideal candidate would be a quick-learner and eager to offer knowledgeable assistance to patrons as well as show initiative when planning programs and contributing to collection development.

We are looking for...

- Completion of an ALA accredited MLS program (spring 2019 graduates may apply)
- Experience: prefer candidates who have worked/interned in a library at least one year
- Enthusiasm: positive, public service oriented who greets customers with a smile
- Team player: willing to wear multiple hats and work a variety of reference desks
- Initiative: pursues new services, program ideas, and opportunities from planning to post-event evaluations
- Community-minded: uses good judgment, takes intelligent risks, and works collaboratively with individuals, organizations, and institutions
- Accountability: recognizes and follows through with responsibilities and commitments
- Proficiency: familiar with current and trending reader's advisory and technologies, because our patrons are informed and want the latest best sellers
- Patience: will answer the 70<sup>th</sup> question about printing with as much eagerness as you did the first time it was asked
- Creativity: outside of the box thinking is encouraged

The ideal candidate will...

- Go the extra mile for customer service and enjoy working with people
- Provide comprehensive reader's advisory, reference, and technology assistance
- Sensitive to and respond to evolving community needs and aspirations
- Assist Head of Adult Services with assigned tasks, including but not limited to:
  - Collection Development, with an emphasis on a well-rounded collection supporting public requests and high demand items
  - Programming enrichment and lifelong learning opportunities
  - Connecting with community organizations to promote the library's value
- Seek out alternative funding, i.e. grants, awards
- Pursue and participate in professional organizations, continuing education and development
- Other duties as assigned.

**The above is intended to describe the major responsibilities and requirements for this position. It is not to be construed as an exhaustive statement of all duties, responsibilities or requirements.**

Apply:

Interested individuals should submit a resume, cover letter that specifically addresses the position requirements, an application, and responses to the following questions:

1. In your professional opinion, what does the future hold for public libraries?
2. What is your collection development philosophy?
3. Knowing the community you serve is very important for collection development, program planning, and determining which services to offer. How do you plan to get to know the community this library serves?

First consideration for applications received on or before Sunday, April 7<sup>th</sup>, 2019. Interviews will be scheduled that week.

Applications can be found on our website: <http://ssldl.info/about/library-employment>. Send documents to Amelia Yunker, Head of Adult Services at [ayunker@ssldl.info](mailto:ayunker@ssldl.info) with the Subject "Adult Services Librarian".

SSLDL is an at-will and equal opportunity employer.