

JOB POSTING - YOUTH SERVICES LIBRARIAN

JOB GOAL: Assist the Library Director in providing high quality, comprehensive library services and collection for youth.

MINIMUM QUALIFICATIONS: Relevant Bachelor's degree, library experience, proficiency in information technology. Excellent communication and organizational skills. Ability to handle multiple projects, to plan and implement programming for youth (especially preschool) and to work effectively as part of a team as well as independently. Strong customer service orientation. Visual acuity and physical skills necessary to retrieve materials from shelves, maintain library materials and operate equipment. Must be able to push/pull loaded book carts and lift/carry materials up to 40 lbs. Hearing ability to answer the telephone and patron inquiries.

PREFERRED QUALIFICATIONS: ALA accredited Master's degree in Library Science. Significant experience in a public library especially with children and young adults. Solid knowledge of children's and young adult literature. Knowledge of the philosophy and techniques of public library services and information technology. Excellent technical, presentation and public speaking skills. Professional certification from the Library of Michigan.

COMPENSATION: Negotiable based on experience and qualifications. Pay range: \$29,000 (for entry-level) to \$40,000 (for more experienced).

Seeking a career not just looking for a job? Excellent benefit package with minimal cost to the employee, includes medical, vision, dental, life & disability insurance with paid time off (vacation, sick leave, and holidays). HLPL also offers a highly desirable paid retirement program under the Municipal Employees' Retirement System. Exceptional opportunity to share your knowledge and skills with others in an environment where you will be appreciated and encouraged to contribute to the quality of our services. For full consideration, applicants are encouraged to apply immediately. Interviews will begin March 20th.

PREFERRED START DATE: May 2014 or ASAP.

Complete job description and posting: www.hlpl.org

Equal Opportunity Employer

Send letter of application, resume, three work-related references to:

ATTENTION: YOUTH SERVICES LIBRARIAN
Houghton Lake Public Library
4431 W. Houghton Lake Dr.
Houghton Lake, MI 48629
or
Email: staff@hlpl.lib.mi.us
Phone: 989.366.9230