

Brighton District Library

Job Posting

Job title: Youth Services Librarian
Supervised by: Head of Youth Services
Supervises: Library volunteers as needed; supervises the department in the absence of the Head of Youth Services

25 hours per week including evening and weekends, \$18.00 per hour

Job summary:

- Supervises the Youth Services department in the absence of the Head of Youth Services
- Develops programs and activities focusing on the importance of reading, storytelling, and the Library as a learning tool
- Presents and leads a variety of activities for children of all ages
- Makes recommendations to patrons regarding age and interest appropriate materials for children and young adults
- Assists with collection development. Suggests new and replacement materials
- Assists patrons in researching reference questions and securing necessary materials
- Promotes the use of the Library by on-site and off-site programs for schools, daycare facilities, and other community groups
- Communicates with school librarians and teachers to provide services for homework and research assignments
- Assists in the maintenance of library records and the preparation of related reports
- Performs staff desk and program support scheduling
- Assists with marketing of Youth Services activities including calendar, website, social media, print, and broadcast formats
- Performs related work as required

Summary of requirements:

- MLS from an ALA accredited program
- Library youth services or equivalent experience
- Excellent oral and written communication skills

Send resume and cover letter by Monday, September 18, 2017 to Youth Services Librarian Search, Brighton District Library, 100 Library Drive, Brighton, MI 48116 or to csharp@brightonlibrary.info.