

CIDL

CLARKSTON INDEPENDENCE
DISTRICT LIBRARY

Innovate. Enrich. Educate.

t 248.625.2212

f 248.625.8852

6495 Clarkston Road
Clarkston, MI 48346

Saturday/Sunday Librarian

Salary: \$18.00-\$24.00 per hour

Hours: Saturdays and Sundays as needed

Primary job duties:

Duties include, but are not limited to:

- Provide quick and accurate reference for all ages
- Assists patrons with computer catalog, electronic resources, and the Internet
- Attends and participates in staff meetings and discussions
- Perform other library duties as assigned

Qualifications:

- ALA accredited MLIS
- Experience working in adult services
- Flexibility to work varied hours
- Strong oral and written communication skills
- Ability to offer reader's advisory
- Ability to establish and maintain effective working relationships
- Knowledge of Integrated Library Systems, Polaris preferred
- Knowledge of Microsoft Office

Reports to: Evan Smale, Head of Adult Services

Please send a cover letter, resume, and contact information for three professional references via email, mail, or fax to:

Evan Smale, Head of Adult Services

Clarkston Independence District Library

6495 Clarkston Road, Clarkston, MI 48346

smalee@cidlibrary.org

Fax: 248-625-8852

An Equal Opportunity Employer

Deadline for applications: August 28th 2020 at 5:00 pm