

Employment Opportunities Technology Specialist

Chelsea District Library (CDL) is seeking an energetic, organized, and engaging person to join us as a technology specialist. This person understands the necessity and value of public libraries and their ability to transform lives in small and large ways.

As the Technology Specialist at CDL, you will find opportunities to share and learn in a team environment. In this position, you will join the library staff and board in developing the resources, programming, and services that enable the library to achieve its mission and implement its strategic plan.

The ideal candidate will be comfortable and enjoy working with senior citizens, and have a desire to learn system administration duties.

Why Chelsea District Library?

CDL is a nationally recognized library located in historic downtown Chelsea with a mission to engage, inspire, and equip through evolving resources and service. An integral part of the Chelsea community, we provide patrons of all ages with a variety of services, resources, and programs to meet the educational, recreational, and informational needs of the community we serve. We truly believe that coming to work every day should be fun, challenging, and supportive! We look forward to hearing how you can support our mission and contribute to our culture.

Pre-interview questions (to be submitted with application materials):

- How do you see the role of Technology Specialist responding to our library's mission?
- What qualifications and qualities are important in the role of a public library Technology Specialist? Describe at least three.
- What is your vision of the role of the library Technology Specialist in the future?

Items to submit (in a single PDF file):

1. Cover letter
2. Resume
3. Answers to pre-interview questions
4. CDL job application

Apply to: jobs@chelseadistrictlibrary.org

Deadline for applications: October 22, 2021 **by 5PM**

Interviews anticipated: Week of November 8th

Target starting date: January 4, 2022