

CIDL

CLARKSTON INDEPENDENCE
DISTRICT LIBRARY

Innovate. Enrich. Educate.

t 248.625.2212

f 248.625.8852

6495 Clarkston Road
Clarkston, MI 48346

Part-time Librarian

Salary: \$18.00-\$27.00 per hour

Hours: 24-27 per week, including nights and some weekends

Primary job duties:

Duties include, but are not limited to:

- Providing quick and accurate reference for all ages
- Assisting patrons with computer catalog, electronic resources, and the Internet
- Developing and presenting library programs for a general adult audience
- Attending and participating in staff meetings and discussions
- Providing readers advisory services
- Participating in developing Library policies and procedures
- Performing 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
- Experience planning programs for adult audience
- Experience with using Polaris and MeL
- Knowledge of Microsoft Office

Reports to: Head of Adult Services

Send cover letter, resume, and contact information for three references by email to:

David Silberman, Head of Adult Services

Silbermand@cidlibrary.org

Deadline for applications: August 29, 2022 at 9:00 pm

An Equal Opportunity Employer