POSITION AVAILABLE

JOB TITLE: LIBRARIAN (EARLY CHILDHOOD)    DATE: December 7, 2020

LOCATION: NORTH HILL BRANCH

HOURS: Full-time (37.5 hours), including evening and weekend hours

SALARY: Grade 11, $20.36/hourly (Non-Exempt)

DUTIES & RESPONSIBILITIES:

Provides services to the age group of infants through age eight, including: collection maintenance and marketing; planning and conducting programs; actively representing the Library through visits to schools, pre-schools, day care centers, and Head Start programs; establishing sustained community engagement relationships with local organizations and agencies; providing reference and readers' advisory; creating an attractive and appealing children’s area; cooperating closely with the Intermediate/YA Librarian in providing family and multi-age programming; performing daily circulation routines; supervising the branch in the absence of the Branch Manager, and performing other tasks as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of professional library science including familiarity with reference and bibliographic resources in the early childhood areas; good knowledge of reader interest levels, publishers and their practices and a good knowledge of child development; ability to develop programs; good research skills; ability to speak and write effectively; sound professional judgment; ability to direct the work of others; and good customer relation skills including a pleasing personality and the ability to get along well with others. A Master of Library and Information Science degree issued by an ALA-accredited school of library and information science is required and some previous library experience is preferred. Applicants with 7 credit hours or less towards completion of the MLIS will also be considered under certain conditions. Individuals hired under these conditions will begin as a Public Service Assistant III, Grade 10, Step 1 ($19.61/hr.), and upon confirmation of completion of the MLIS degree will be moved to Librarian, Grade 11, Step 1 ($20.36/hr.).

DEADLINE FOR APPLICATION: OPEN UNTIL FILLED

For consideration, applicants for this position must either submit a resume including salary history and a cover letter indicating previous applicable experience and training or complete an Employment Application in the Human Resources Department at Main Library. Resumes should be emailed to: library-HR@akronlibrary.org or should be mailed to: Human Resources, Akron-Summit County Public Library, 60 S. High Street, Akron OH 44326-0001. For more information about the Akron-Summit County Public Library system, please visit our website at www.akronlibrary.org.

THE AKRON-SUMMIT COUNTY PUBLIC LIBRARY IS AN EQUAL OPPORTUNITY EMPLOYER