POSITION AVAILABLE

Position: Youth Services Librarian
         Amelia Branch
         Full-time (40 hours/week)

Responsibilities: Responsible for providing direct library service to people of all ages, especially children from birth through late teens. Leads a team to plan, prepare and present story times, summer reading activities and special programs for youth of all ages. Responsible for supervision and operation of the branch in the absence of the Branch Manager. Answers library user’s reference and reader’s advisory questions, in person and on the telephone, using materials in a variety of formats (i.e. books, databases, downloadables, ematerials, periodicals, newspapers, and indexes) including the Online Public Access Catalog (OPAC) and the Internet. Maintains a working knowledge of the materials collections, services available, and trends in the library profession to people of all ages, particularly children and teens. Assists library users at the circulation desk using the automated circulation system and shelves materials as necessary.

Requirements: A four-year college degree and completion of a MLS/MLIS degree from an ALA accredited program. Strong interpersonal and leadership skills desired. Experience using computers including electronic devices required. Two years of supervisory experience preferred. Must be able to work days, evenings, and weekends. Required to pass a pre-employment drug screen and background check.

Range: $17.51 - $27.35 per hour
       Pay Grade 5, non-exempt

Application Procedures: Please include a cover letter and resume when applying online at http://ccpl.applicantpro.com/jobs/

Deadline: Open Until Filled

The Clermont County Public Library is an Equal Opportunity Employer.

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