



WE'RE HIRING. JOIN THE TEAM!

OUTREACH SPECIALIST

Job Title: Outreach Specialist

Classification: Non-Exempt

Department: Information and Research

Starting Salary: \$14.81 Full-time

Benefits: Comprehensive benefits package includes: PTO; paid holidays; medical, dental, vision & life; OPERS (Ohio Public Employees Retirement System), Professional development.

Weekly Hours: Library operating/non-operating hours, including evening and weekends.

Purpose: The Outreach Specialist works individually and as part of a team to provide excellent public library service. In particular, by providing exceptional customer service to customers located primarily off library property. They are responsible for maintaining an orderly outreach collection of materials in a variety of formats, providing reader's advisory service, managing customer accounts, and providing classes/events for customers of all ages. They will coordinate with community partners and the library's public service departments to ensure the library has a presence at community events and minor public events, and confidently represent the library in the community to promote programs, services, and materials and to seek opportunities for new partnerships and collaborations. The Outreach Specialist may be called upon to provide general assistance as needed in any department.

SCAN TO READ MORE AND APPLY



The full job description can be found on the Join the Team careers page of our website. **Scan the QR code to apply and read the full job description** including essential functions and duties, required knowledge and skills, and educational experience.

Cover letters and resumes can be e-mailed to: **dellinger@pickeringtonlibrary.org**

Or mailed to:
Pickerington Public Library
Attention: Dorinda Ellinger
201 Opportunity Way
Pickerington, Ohio 43147

Cover letters and resumes will be accepted until position is filled.