



JOB POSTING

April 29, 2024

Job Title	Innovation Specialist
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BRIEF JOB DESCRIPTION

Under the supervision of the Adult Services Assistant Manager, coordinates the technology and maker programming for the library. Teaches technology and computer classes to library patrons. Instructs and assists library patrons in using traditional technology services and software. Also, instructs and assists library patrons in the use of makerspace equipment and software such as sound recording gear, 3D printers, vinyl and craft cutters, CNC machines, laser engravers, sewing machines, heat press, etc. Responsible for providing excellent customer service.

QUALIFICATIONS

Master’s Degree in Library Science preferred or BS/BA degree with significant experience in technology instruction and program development. Three to five years experience in a library setting. Experience in a makerspace or other creative space, or other relevant experience. Experience planning and implementing technology and maker programs and small group instruction. Knowledge of makerspace equipment/software and of Maker movement required. Advanced knowledge and understanding of technology and ability to learn about new technologies is required. Ability to communicate effectively in a team-oriented environment. Strong written, verbal, customer service and interpersonal skills.

HOURS

40 Hours Per Week
Evening and weekend hours required as needed

JOB CLASSIFICATION

Nonexempt, Specialist; Salary Grade 320

SALARY RANGE

\$20.50 - \$28.90 / hour

DEADLINE

Monday, May 13, 2024

EQUAL OPPORTUNITY EMPLOYER

Questions regarding any open position should be directed to Human Resources at (440) 250-5452. For your convenience, applications are available at the Reception Desk or on our website: www.westlakelibrary.org.