

**Programming Coordinator/FT
Henderson Memorial Public Library**

This position includes but is not limited to: planning, marketing, conducting, and facilitating Adult programming, oversight of summer reading program and outreach opportunities.

40 hours/week, including evenings and weekends

Salary range from \$31,000-33,000.

Benefits including vision and dental and health.

Minimum Training and Experience Required

1. Bachelor's Degree preferred
2. 3+ years experience presenting programs and managing program budgets, including experience directing and speaking to large groups.
3. Computer skills including Microsoft Office programs, social media networks, and digital media programs.

Position open until filled.

Submit application, resume, and cover letter electronically to:

Karen.Pierce@HMPL.info

Karen Pierce
Henderson Memorial Public Library
54. E. Jefferson St.
Jefferson, Ohio 44047