



Job Opening

There will be a part-time Librarian I (Youth Services) vacancy at the Maplewood Branch of the Rochester Public Library. Anyone meeting the following qualifications is invited to apply:

- Any current part-time Librarian I that would like a transfer in grade;
or
- Anyone possessing an MLS degree and N.Y. Public Librarian's professional certificate.

DUTIES:

- Provide reference services and computer help to library users of all ages;
- Develop and maintain the children's collection;
- Attend book and programming meetings;
- Provide youth programming including story times, homework help, summer reading and outreach;
- Assist with displays and exhibits;
- Establish and maintain contact with appropriate community organizations to promote library programs;
- Assist in branch operations as necessary;
- Supervise support staff; assist with training of literacy aides and library pages;
- Other duties as assigned.

SPECIAL QUALIFICATIONS:

- Ability and willingness to work and communicate with a diverse population of all ages, with a particular affinity for youth;
- Strong and enthusiastic commitment to delivering excellent customer service;
- Knowledge and ability to use computers and related technology, with the desire to stay abreast of new technology;
- Ability to handle stress and work under pressure;
- Personal and professional creativity, flexibility and good judgment;
- Initiative and ability to work independently and as part of a team.

HOURS: 20 hours per week; will include some evenings and weekends.

RATE OF PAY: \$22.66 to \$26.41 per hour.

INSTRUCTIONS TO APPLICANTS: Applicants should respond in writing, by submitting an employment application to the Rochester Public Library Personnel Office at: 115 South Ave., Rochester, NY 14604 by Friday, October 6, 2017.