

Youth Services Librarian (Full time) – Hebron Library

Class: L
Status: Non-Exempt

Under the general direction of the Branch Manager, the Youth Services Librarian is responsible for providing library service to children ranging in age from infants to 17 years, and to their caregivers and teachers. In addition, the Youth Services Librarian may assist with other youth services programs and duties. This position will work days, nights and weekends. The Youth Services Librarian interacts extensively with the public and other staff members.

RESPONSIBILITIES

- Plan, implement and evaluate youth programs and activities in cooperation with the Youth Services Coordinator
- Promote library services and programs through visits to schools and other agencies and participation in community events
- Answer reference questions, in person and through various means of communication, using print and nonprint sources within the library and from remote databases
- Assist customers with locating materials and using library resources and equipment
- Participate in the promotion of technology related instruction and resources available to library customers
- Provide formal and informal bibliographic and Internet instruction
- Prepare reports and compile statistics reflecting youth service activity
- Participate in the evaluation and development of children's and young adult collections
- Prepare bibliographies, displays, exhibits
- Perform related duties as assigned

KNOWLEDGE

MLS from an accredited library school or related Master's Degree **OR**
Equivalent combination of education, training, and work experience that will provide the required knowledge and abilities
Must qualify for library certification from the state of Kentucky

SKILLS AND ABILITIES:

Knowledge of child behavior and development
Knowledge of children's and young adult literature
Knowledge of library principles and practices; awareness of current library trends and developments
Demonstrated ability to plan and present effective children's/teen programs
Working knowledge of standard reference resources and materials
Ability to deal tactfully and effectively with the public and other staff members
Ability to work under minimal supervision and oversee the work of others
Ability to communicate effectively verbally and in writing; strong presentation skills
Proficiency with computers, emerging technologies, the Internet and various software programs

Light to medium work [lifting, pushing or pulling 20-50 lb. maximum]
Reaching, bending, kneeling and crouching to retrieve and replace library materials
Movement throughout the facility locating/retrieving materials and assisting users for 4-8 hour shifts

Talking/reading aloud to groups for 30-45 minutes, more than one time per day
Handling and manipulating library materials; such as pages, cards, forms, etc
Operating computer and audiovisual equipment
Visual acuity sufficient to identify materials on shelving up to 90 inches in height and to read primarily typed or printed text in a variety of type sizes

Compensation

\$17.30 per hour, commensurate with experience, plus an excellent benefits package including vacation and sick days and participation in the County Employees Retirement System.

Deadline for Applications:

Position will remain open until filled.

If you have the qualifications for this position, send job application, cover letter and resume to:

Human Resources Manager
Boone County Public Library
1786 Burlington Pike
Burlington, KY 41005
jobs@bcpl.org
fax 859-689-0410