

## Bacon Memorial District Library Job Posting

Bacon Memorial District Library in Wyandotte, MI serves a population of just under 26,000 and is located in the heart of a vibrant riverfront community.

Position: Substitute Librarian

Hours: Part time and as needed. Includes: days, nights, or weekends.

Salary: \$18.00 an hour. \$15.00 if currently enrolled in a Library Science program.

This position does not include benefits.

Duties: Answering reference questions in person and via phone, providing reader's advisory services, providing basic technology assistance to patrons, assisting patrons with downloadable digital resources, and monitoring the library, including the patrons, equipment, and building, while on desk.

### Requirements:

Master's Degree in Library Science or currently enrolled in a Library Science program.

Flexible schedule with evening and weekend availability.

Strong technology skills. You must be able to quickly and efficiently learn new programs.

Possess the ability to instruct others on research and computer technology

Ability to stoop, bend, and reach above your head, ability to stand for long periods of time, ability to push carts loaded with books.

Good customer service and phone skills.

We are seeking a team player, sense of humor is a must.

Library experience is preferred but not required.

Please submit a cover letter and resume to:

Laura Gramlich, Library Director

via email at: [lgramlich@baconlibrary.org](mailto:lgramlich@baconlibrary.org)

DEADLINE: June 20, 2018 or until the position is filled