

The Southfield Public Library is currently seeking enthusiastic, qualified applicants for the position of Substitute Librarian.

JOB TITLE: Substitute Librarian, Adult Services

RESPONSIBILITIES

- Provide professional reference and reader's advisory services to library users.
- Instruct patrons in the use of all library resources, including online and digital services.
- Assist patrons with using the library and locating materials.

REQUIREMENTS

- Master's degree from an ALA accredited library school.
- Excellent communication and customer service skills.
- Public library experience preferred.

SALARY

- \$15.00 per hour, with increments to \$20.00 per hour
- No benefits

HOURS

- Variable and flexible, up to 19 hours per week.
- Day, evening and weekend shifts available.

LIBRARY HOURS

- Monday 1:00-9:00 p.m.
- Tuesday, Wednesday, Thursday 10:00 a.m.-9:00 p.m.
- Friday 1:00-5:00 p.m.
- Saturday 10:00 a.m.-5:00 p.m.
- Sunday (Sept.-May) 1:00-5:00 p.m.

APPLICATION

- Resume, cover letter and [City of Southfield Application for Employment](#) required.
- Send to:

Betsy Soderbloom
Adult Services Coordinator
Southfield Public Library
26300 Evergreen Road
Southfield, MI 48076
bsoderbloom@southfieldlibrary.org