

The **Sterling Heights Public Library** is looking for a PT Children's Services Librarian to join our team!

Apply online: <https://MI-SterlingHeights.civicplushrms.com/CareerPortal/JobDetail.aspx?RequisitionId=70941&SourceId=967>

Job Description

POSITION SUMMARY:

Under supervision of the Public Services Area Coordinator, this position is responsible for reference and reader's advisory services, collection development activities, instruction in the use of the library and its resources, and creating and delivering programs. This is a 21 - 32 hour part time position with no benefits with the following schedule:

Monday: 9:30 a.m. - 5:00 p.m.

Tuesday: 1:30 p.m.- 9:00 p.m.

Thursday: 1:30 p.m. - 9:00 p.m.

Every other **Saturday:** 9:30 a.m. - 5:00 p.m.

Every **fifth Sunday** (during school year): 1:00 p.m. - 5:00 p.m.

Please see full job description attached below.

POSITION PAY:

\$24.7982/hour

POSITION REQUIREMENTS:

- Master's Degree in Library Science from an accredited ALA college or university.
- Excellent oral and written communication skills.
- Physical strength and dexterity to handle materials and boxes up to 25 pounds in weight and to transport loaded book carts.
- Ability to work evening and weekend work schedule.
- Knowledge of online databases, reference resources, and public computer applications to assist the general public.
- Experience with the SirsiDynix automation system.
- Knowledge of popular reading trends in children's literature.
- Knowledge of tablet and/or mobile devices used for accessing Overdrive, RBDigital, Hoopla, and other digital services.
- Ability to establish and maintain effective working relationships with colleagues, supervisors, and the general public.

Applications must be submitted online by 5:00 p.m. Thursday, January 21, 2021

EOE/M/F/D