



LAKE HIGHLAND PREPARATORY SCHOOL

Position Announcement

Librarian - Lower School (Interim)



WITHIN AN ATMOSPHERE OF LOVE, CONCERN, AND MUTUAL RESPECT...

Job Summary

Lake Highland's Lower School (LS) seeks an interim Librarian to support the school's academic dedication to enhancing the student learning experience. The Librarian manages LS Library and media/information resources, fostering collaboration with the Middle and Upper School divisions as well as the local community, and provides students with digital citizenship skills to improve learning outcomes.

This is an interim, non-benefited, non-exempt position designed to assist the LS during the search for a permanent Librarian. We encourage applicants from underrepresented groups to apply.

Education & Experience

- Minimum of a Bachelor's Degree in Library Science, Information Science, English or related field from an accredited institution or international equivalent required.
- Minimum of 3 years of experience as a librarian, media specialist, reading specialist, or related field in education preferred.
- 3-5 years of work experience in a school setting/environment preferred.

About Lake Highland

To learn more about LHP, click [HERE](#) to view our Mission Statement, Vision, and more.

How to Apply

[Please click here](#) to apply through our Career Center. You will be asked to provide:

- Cover letter indicating how you would succeed in this position
- A current resume
- Three professional references with at least one immediate supervisor (preferably current)

This position announcement is intended to describe the general nature and level of work being performed by employees assigned to this job title and the education and skills required. This is not intended to be a complete list of all responsibilities, duties, and skills that are required or may be required in the future.

LHPS conducts background checks, including fingerprinting, and drug testing and may use a third-party administrator. Background checks will be performed in compliance with the Fair Credit Reporting Act. Lake Highland Preparatory School is an Equal Opportunity Employer.