



# LAKE HIGHLAND PREPARATORY SCHOOL

## Position Announcement

### Librarian (Lower School - SY 2026-2027)



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

#### Job Summary

Lake Highland's Lower School seeks a Librarian to support the school's academic dedication to enhancing the student learning experience, with a strategic focus on design thinking, innovation, and fostering a growth mindset. This role is crucial in managing and transforming the Lower School Library into a future-forward, learner-centered space that contributes directly to the school's design thinking and innovation vision. The Lower School Librarian manages the library and media/information resources, fosters collaboration across divisions and with the local community, and equips students with essential digital citizenship and information literacy skills to improve learning outcomes, among other responsibilities.

This is a full-time, fully benefitted, 10-month, exempt position. We encourage applicants from underrepresented groups to apply.

#### Education & Experience

- Bachelor's degree in Library Science, Information Science, Design Thinking, Literacy, or related field from an accredited institution or international equivalent required.
- 3 or more years of experience as a librarian, media specialist, reading specialist, design thinking teacher, or related role 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.

LHP conducts background checks, including fingerprinting (<https://info.flclearinghouse.com/>) 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.

January 2026