



## Job Opening

### Join Our Team as a Part-Time Teen Services Librarian

**Position overview:** Under the direction of the Head of Youth Services, the Part-Time Teen Services Librarian will focus solely on engaging teens through innovative programs, outreach, collection development, and services tailored to their interests and needs.

#### Key Responsibilities:

- Plan and implement a variety of innovative and developmentally appropriate programs and activities for teens in grades 6-12.
- Participate in the selection, ordering, and maintenance of the young adult collection, including creating engaging book displays.
- Contribute content to the library's website and social media platforms.
- Provide reference and readers' advisory services with a friendly demeanor in the Teen area.
- Represent the library at community events and school visits to promote library services and programs.
- Prepare monthly written and statistical reports for the Head of Youth Services and participate in professional development.
- Participates in special projects as required or as necessary.
- Perform other duties as assigned.

#### Qualifications:

- Master's Degree in Library Science (ALA accredited) with a focus on youth services/teens, and a valid New York State Public Librarian Certification required. Will consider a candidate graduating this year.
- Proficient in navigating PC office environments and internet browsers to utilize the Library's Evergreen catalog and Integrated Library System (ILS) - mobile devices and knowledge of Google Suite are a plus.
- Strong public service orientation and knowledge of young adult reading interests.
- Excellent written and oral communication skills.
- Strong interpersonal skills with the ability to build rapport with patrons and team members.
- Ability to work under pressure, prioritize projects, meet deadlines, and provide outstanding service.
- Bilingual (English/Spanish) preferred.
- Must be reliable and willing to work a flexible schedule.

**Benefits** include vacation, sick leave, membership in the NYS Retirement System, 401(k) options, and other voluntary benefits.

**Compensation:** \$28-\$32 per hour, depending on qualifications and experience.

This part-time, non-exempt position requires a minimum of 26 hours per week. The required schedule is Monday, Tuesday, and Thursday from 1 to 6 pm; Wednesday from 10 pm to 6 pm; and Friday from 1 to 5 p.m. with some morning and weekend events in addition.

Interested candidates should submit their resume and a cover letter detailing their experience and qualifications using this link: <https://form.jotform.com/253454256361154>

**Application Deadline:** until the position is filled.

*The Field Library is an Equal Employment Opportunity employer.*