



Full-Time Position Available

Librarian, Programs & Community Engagement

Salary Range: \$57,967 - 61,500

The Nyack Library seeks a dynamic and inspired Adult Services Librarian for a full-time position. This position oversees adult programming and assists in communications and outreach. The successful candidate will be experienced and enthusiastic about event planning, marketing and publicity, and social media, in a public library setting. This position is for a 35-hour work week, including some evenings and weekends.

This position initiates, plans, oversees and coordinates programs that encourage use of the library. The successful candidate will work closely with community partners to deliver engaging programs to target audiences.

Required Education and Experience

- An MLS or MLIS degree from an accredited University
- Eligibility for NY State Public Librarian's Certificate
- Three years of experience in a library setting, preferably in a public library
- Experience planning, delivering, and assessing public programs and events
- Demonstrated fluency in the use of Microsoft Office, Google Suite, Canva, Adobe, virtual meeting software and audio-visual technology

Essential Functions and Skills

- Plans, delivers, and assesses Library programs, exhibits, and special events
Actively promotes services and programs, including community outreach and engagement
- Good judgment and ability to establish effective working relationships with a diverse community of patrons and staff
- Effective written and oral communication skills
- Possesses solid organizational and project management skills
- Plans and manages Adult Programs budget in consultation with the supervisor
- Evaluates presenter proposals
Provides Reference and Readers' Advisory services
Organizes the activities, information sharing and agenda of the Programming Committee

Vacation, holiday, medical, dental, and NY State Retirement
The Nyack Library Staff Association represents library staff

Please send your application and resume to careers@nyacklibrary.org

Position open until filled