

Fruitport District Library
Youth Services Librarian

Part-time job (20-30 hours)

General Summary: Part-time vacancy available for an energetic, team-oriented Youth Services Librarian with a strong public service commitment.

- Provide library service and programming for and with children to young adults.
- Constant contact and collaboration with children to young adults (typically ages 12-18) including those with diverse backgrounds and abilities.

DUTIES:

- Conducts regular community needs assessments to identify children and teen needs, in order to create tailored services and programs to address identified needs.
- Provides prompt, courteous and direct assistance to patrons with basic information regarding use of library materials, equipment, and services.
- Ensures the library's collections include relevant print and digital resources aimed at the specific interests and needs of the children and teens in the community.
- Curates content, including digital resources and special collections, for and with children and teen patrons, based on children and teen needs and interests.
- Adopts a connected learning approach to presenting programs, classes and events for and with children and teens so that they educate, inform and inspire.
- Plans, implements and evaluates library programs and services which fulfill the diverse educational, recreational and personal needs of local teens.
- Instructs children, teens and caregivers in information gathering, research skills and digital literacy skills.
- Leverages community experts, coaches and mentors for services and programs in order to meet children and teen needs and interests.
- Develops and maintains effective relationships with schools, community groups, agencies and non-profits that target youth in order to plan and deliver programs and services that meet local children and teen needs and interests.
- As opportunities arise, educate the public about the value of public libraries and the profession. Creatively promote library services and the profession.
- Coordinates daily activities of staff and volunteers assigned to children and teen services.
- Takes a leadership role in developing, implementing and evaluating the overall children and teen services program.
- Attends and participates in professional library conferences, seminars, and network committees; reads professional literature; attends and participates in staff meeting discussions.
- Other duties as assigned.

EDUCATION/QUALIFICATIONS:

- Bachelor's Degree required.
- Master's degree in Library Science from an ALA-accredited program preferred.
- One or more years of professional experience in a library setting.
- Experience in working for and with children and young adults.
- Has or can obtain Library of Michigan certification.

KNOWLEDGE/SKILLS:

- Knowledge of developmental, recreational and educational needs of children and young adults.
- Knowledge of current trends in library services for and with children and young adults.
- Knowledge of standard library procedures, current information technology, Internet and database search capabilities.
- Knowledge of connected learning and ability to design programs that embed connected learning principles.
- Knowledge of best practices in children and teen services, including guidelines and standards published by ALA, ALSC, YALSA and other recognized organizations.
- Knowledge of best practices in community assessment and engagement.
- Knowledge of effective practices in evaluation and outcomes measurement.
- Cultural competence skills.

ABILITIES:

- Ability to communicate effectively with others, orally and in writing, including through email.
- Ability to identify and translate children and young adult needs and interests into effective library services and programs.
- Able to establish and maintain effective working relationships with co-workers, patrons, user groups, community organizations, volunteer groups and to serve the public courteously.
- Able to recognize and set priorities, and to use initiative and independent judgment in a variety of situations.
- Able to learn and stay current with emerging technology, including digital media.
- Must be able to lift and carry bags of books or boxes weighing up to 40 pounds.
- Must be able to speak distinctly to large groups.
- Must be able to drive a car and hold a valid driver's license.
- Must be available to work evenings and weekends.
- Must possess physical mobility involving bending and lifting.

Email resume and cover letter by September 25 2020 to:

rdillon@fruitporttownship.com