



Youth Librarian

Job Description

The Bullard Sanford Memorial Library seeks a passionate individual for engaging and working with children and teens. Duties include program development, long-term planning, public service interaction, and moderate technology use.

Hours

- Permanent Part-Time.
- Flexible schedule including some Saturdays and nights.

General Duties

- Oversees, plans, and runs multiple programs for toddlers through young adults.
- Assists in maintaining attractive and relevant children and young adult areas.
- Works with outside organizations to collaborate programs and services.
- Promotes and advertises ongoing programs.
- Recommends and assists in selecting materials for children and young adults.
- Regularly works circulation desk to perform patron services including material checkout, reference assistance, computer aid, and clerical tasks.

Minimum Requirements

- Previous experience working with children and/or youth.
- Engaging, Good oral communication, and Public speaking skills.
- Ability to work closely with others.
- Flexible schedule.
- Intermediate computer skills.
- Must have access to a vehicle.
- Bending, Lifting, Reaching, Flexing, Good physical mobility, Able to lift 35lbs.
- High school diploma or GED.

Desired Requirements

- Experience working in libraries or librarianship knowledge.
- Successful programming experience in a public venue.
- Knowledge of children and/or youth literature.
- Education and/or training in relatable field.

Apply for this position by a sending resume and cover letter (telling us why you would be an ideal candidate) to: librarian@vassarlib.org.