East Lansing Public Library
Job Posting

AVAILABLE POSITION: Part-Time Adult Services Librarian

WORK SCHEDULE: 28 hours per week, at will position, includes evenings and weekends

PAY RATE: Starting at $22.51/hour

REPORTS TO: Assistant Director

JOB SUMMARY:
The Part-time Adult Services Librarian provides professional library services to adults, young adults and children. These services include: delivering reference, information and readers' advisory services to library patrons of all ages; developing library programming for adults, including Maker Studio programs; leading book discussions; providing outreach to area retirement communities and area organizations; establishing collaborative programs and partnerships with area organizations, businesses and Michigan State University; using library technology to meet the needs of the community served.

REQUIREMENTS:
Masters Degree in Library and Information Science from an ALA accredited library school, possessing the Michigan Librarian Permanent Professional Certificate (or qualified for the certificate).

Public library experience with demonstrated knowledge of library materials and resources, including electronic databases, the Internet, and other digital resources. Extensive computer knowledge required.

Commitment to customer service excellence, and outstanding communication skills are essential. Ability to organize multiple assignments and work independently. Demonstrated creativity in developing and implementing library programs and services.

APPLY: Send Resume with Cover Letter and City of East Lansing job application to
Brice Bush, Assistant Director/ Head of Customer Experiences
East Lansing Public Library,
950 Abbot Road, East Lansing, MI 48823
bbush@cityofeastlansing.com

DEADLINE: Application materials mailed or emailed to bbush@cityofeastlansing.com, will be accepted until 12pm (noon) on Wednesday, January 2, 2019.

EAST LANSING IS AN EQUAL OPPORTUNITY EMPLOYER. THIS POSITION REQUIRES A BACKGROUND CHECK