OPEN POSITION

Part Time Librarian
Reference Department

We are seeking a creative, detail oriented, public service focused librarian with excellent communication and customer service skills for a very active, culturally diverse library in a highly educated community.

Skills Required:

Enthusiasm and Expertise in Reference and Readers’ Advisory services; Knowledge of First Search, Microsoft Word and Excel necessary.

Responsibilities will include database searching, computer assistance, resource selection and collection development, book discussions and book displays.

Minimum Qualifications:

- MLS or MLIS from ALA accredited institution
- NYS Public Librarian’s Professional Certificate required at time of employment

Schedule:

Part time –includes days, nights and weekends.
Sundays on a voluntary basis.

Starting Salary Range:

$25.90 per hour-This is a Union Position.

Reply with resume, cover letter, and references by March 30th 2022:
Great Neck Library
159 Bayview Ave.
Great Neck, NY 11023
employment@greatnecklibrary.org

No Phone Calls Please

The Great Neck Library is an Equal Opportunity Employer.