**OPEN POSITION**

**Part Time Librarian/Trainee**  
**Childrens Department**

The Great Neck Library is seeking friendly, energetic, highly motivated part-time librarian/trainee to provide excellent customer service to children and parents. The successful candidate must be friendly, hard-working and knowledgeable about children’s literature, digital services and video gaming with ability to work a flexible schedule.

**Duties and Responsibilities include:**
- Provide reference, research and reader’s advisory service to parents and children in a busy four location library system
- Collection Development and Book Displays
- Possess a hands-on, working knowledge of digital services and library download services on various devices and be comfortable showing and promoting these services
- Work independently and collaboratively on projects and programs
- Position may involve prolong periods of sitting and lifting of up to 25 lbs.
- Other duties as assigned

**Qualifications & Experience Required:**
- MLS or MLIS from ALA accredited institution
- New York State Public Librarian’s Professional Certificate required at time of employment
- Experience working with children (birth – 6th grade) and parents

**Schedule:**
Part Time- includes Days, Nights and Saturdays. Sundays as needed.

**Starting Salary Range:** Part Time: $27.00 per hour Librarian; Trainee $22.00 per hour

This is a Union position and is non-civil service.

Reply with resume, cover letter, completed GNL employment application (found here - [https://greatnecklibrary.org/employment/](https://greatnecklibrary.org/employment/)) and references by January 2, 2023

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.