

OPEN POSITION

Part Time Librarian/Trainee- Childrens Department (various shifts & locations)

The Great Neck Library is a multi-branch system seeking friendly, energetic, highly motivated part-time librarian(s)/trainee(s) to provide excellent customer service to children and parents. The successful candidate(s) 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 or completion of 12 credits towards the degree
- 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/>) and references by March 22, 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.



Scan the QR code for more information on employment at GNL,
or visit greatnecklibrary.org/employment