OPEN POSITION

PART TIME LIBRARIAN/TRAINEE-STEM LAB

The Great Neck Library is seeking an energetic, highly motivated part-time librarian/trainee who believes in providing excellent customer service. The successful candidate must be friendly, hard-working and knowledgeable in STEM, digital services, 3D printing, reference, and reader’s advisory. Must have a flexible schedule and be able to work well under pressure.

**Duties and Responsibilities include:**

- Ability to work with all age groups
- Ability to learn about and teach emerging technologies and “maker” tools such as 3D printers, Cricut, Laser Cutters, and more
- A hands-on, working knowledge of digital services and library download services on various devices and be comfortable showing and promoting these services
- Strong understanding of basic applications such as Word, Excel, Google Suite, etc.
- Desire to work as a team member and collaborate with co-workers on projects and programs as well as develop and conduct innovative STEM programs for all age groups
- Position may involve prolonged periods of sitting and lifting of up to 25 lbs.
- Other duties as assigned

**Qualifications & Experience Required:**

- MLS or MLIS degree or completion of 6 credits towards an MLS or MLIS degree from an ALA accredited institution
- For Librarian-NYS Public Librarian’s Professional Certificate required at time of employment

**Schedule:**

25 hours/week, includes Day, Nights and Weekends.

**Starting Salary Range:** Per Hour: $27.00-$40.00 Librarian/ $22.00-$26.00 Trainee

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

We are a participating employer in the New York State & Local Retirement System.

The salary of the finalist selected for this role will be based on a variety of factors, including but not limited to departmental budgets, qualifications, experience, education, licenses, longevity, specialty and training.

Reply with resume, cover letter, completed GNL employment application (found here - [https://greatnecklibrary.org/employment/](https://greatnecklibrary.org/employment/)) and references by January 23, 2024

**Please note: Prior Applicants are still under consideration and no need to re-apply.**

Great Neck Library
159 Bayview Ave.
Great Neck, NY 11023

[employment@greatnecklibrary.org](mailto: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](http://greatnecklibrary.org/employment)