

Job Position: Youth Services Librarian**Major Duties:**

The Youth Services Librarian responsible for the operations of the Children's and Teen services areas and the growth and relevance of youth services. This includes, but is not limited to, customer service, management of youth collections, outreach and programming, and participating in the library's marketing efforts. The Youth Services Librarian creates and maintains partnerships with organizations within the community, and supports the mission/ strategic plans of Township Library of Lower Southampton.

Other Tasks:

- Works with staff to identify and implement improvements and expansion of services to the youth community.
- Prepares budgets and reports.
- Performs customer service at public desks on a regular basis.
- Responsible for youth collections and youth materials budget.
- Participates in online and in-house promotional efforts.
- Represents the Library's youth services to district libraries and outside organizations including managing youth programming and bookings for youth programs by outside agencies.
- Performs reader advisory service.
- Provides additional support as needed.

Minimum Qualifications:

Masters of Library Science (MLS). Strong familiarity with personal computers, software, and mobile devices required. Thorough knowledge and enjoyment of children's and teen's literature and resources, storytelling, and program expertise. Ease with technology and learning new technologies highly desirable.

Core Competencies:

Strong listening and verbal/written communication; warm, approachable, and welcoming personality; tactful, courteous, and patient in working with the public; retain confidential material; detail oriented; ability to prioritize, multi-task and meet deadlines; flexible; problem solver; commitment to public service.

Physical Abilities:

Good stamina; ability to stand and walk during assigned hours; ability to bend, stoop, kneel and reach repeatedly; ability to lift and carry 25 lbs. and push carts weighing 125 lbs.

Schedule:

Full-time 35 hours per week which includes days, evenings, Saturdays (in rotation) - working inside the building and wherever outreach is designated. Position available April 18, 2022.

Compensation: starting \$40,240 per year, DOQ, plus benefits

To Apply:

Please send cover letter, resume, and application as attachments to Dennis Stranz, stranzd@buckslib.org. We wish to interview ASAP. Application: <https://buckslib.org/wp-content/uploads/2022/03/Lower-Southampton-Job-Application.pdf>.

The Township Library of Lower Southampton is an Equal Opportunity Employer. This position requires a PA Criminal History, Child Abuse Clearance, FBI fingerprint based record check, and Mandated Reporter Training.