

Job Title:	Youth Services Assistant Librarian	Status:	Part Time, Non-Exempt
Department:	Youth Services	Compensation:	\$17.00-\$19.00/hour <i>commensurate with experience</i>
Description:	<p>Under the direction of the Head of Youth Services, the Youth Services Assistant Librarian's duties include, but are not limited to:</p> <p><i>Discovery</i></p> <ul style="list-style-type: none"> Assists library patrons with the use of collection with focus on the juvenile, teen, and parenting sections, as well as providing reference and readers advisory service Assists with collection maintenance projects and weeding as assigned Provides assistance and training with digital resources Creates appealing displays to promote events, services, and collections <p><i>Programming</i></p> <ul style="list-style-type: none"> Develops and executes age-appropriate programming for children birth through high school and their caregivers Coordinates programs with contracted performers as needed <p><i>Outreach</i></p> <ul style="list-style-type: none"> Represents the library at community events as assigned Visits schools, daycares, and other youth-centered spaces as assigned 		
Qualifications:	<ul style="list-style-type: none"> Master of Library Science preferred (or equivalent combination of experience and education) Some library experience preferred Must be able to perform the essential functions of the job with minimum supervision. Must be attentive to details. Must be able to clearly communicate in writing and verbally. Must be able to serve the public with courtesy and sensitivity. Must be able to work with other staff members as a part of a team. Must provide PA Criminal History Record, Childline Child Abuse Clearance, and FBI Fingerprint Check prior to beginning employment. Must be able to work at least two evenings each week and at least two weekend shifts each month. 		
Physical Demands:	<p>The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p> <p>While performing the duties of this job, the employee is frequently required to sit and use hands to finger, handle, or feel. The employee frequently is required to reach with hands and arms. The employee is constantly required to talk or hear.</p>		

	The employee is frequently required to stand and walk. The employee must frequently lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and distance vision.
Contact:	Please send a cover letter, resume, and three professional references to: Carrie Sturgill, Head of Youth Services Radnor Memorial Library 114 West Wayne Avenue Wayne, PA 19087 or by email to: csturgill@radnorlibrary.org
Deadline:	Applications will be accepted until the position is filled.