



# Comsewogue Public Library

*Where Many Paths Meet*

170 Terryville Road, Port Jefferson Station, NY 11776 Phone: 631-928-1212

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## Notice of Position

**Position:** Part-Time Librarian or Librarian Trainee

**Department:** Adult Services      **Date Posted:** January 25, 2023

We invite you to apply for an opportunity to join our motivated team in a warm and welcoming environment. At Comsewogue we put an emphasis on training and we support each other in our day-to-day tasks. We're looking for someone who shares our interest in serving our patrons and make a positive contribution to our community.

### **Qualifications & Requirements:**

- MLIS degree or currently enrolled in an ALA-accredited library school
- Proficiency with technology, including personal devices, computers, databases and online resources
- Strong interest and knowledge of adult literature and collection development
- The ability to plan, organize and facilitate library programs
- Proficiency in marketing programs and services through flyers, displays, posters and library-approved social media accounts
- Excellent interpersonal and customer service skills including a professional, positive, and approachable demeanor
- Ability to adapt to a constantly changing environment / ability to multitask
- Ability to make sustainability- conscious workplace decisions
- Provide equitable delivery of library services to all people
- Participate in large scale and outreach events which may include assisting the community with library resources, promoting the library brand and value of the library to the community

### **Hours:**

Up to 17.5 hours per week, including nights and weekends

### **Rate:**

- \$30.76/hr. for Librarian I, \$24.31-\$26.77/hr. for Librarian Trainee based on credits.

Submit your cover letter and resume to [hr@cplib.org](mailto:hr@cplib.org) or fax 631-928-6307 by February 1, 2023.

***Only candidates selected for further consideration will be contacted.***

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*The Comsewogue Public Library does not discriminate in employment or the provision of services. The Library's Equal Employment Opportunity Policy is found at: <https://www.cplib.org/about/documents/>. The Library is committed to proactive, fair, legal recruitment processes and practices carried out in a professional and welcoming manner. The Library is committed to reducing its impact on the environment.*