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Librarian II Position Available

There presently exists an opening for a Librarian II in our Adult and Reference Services Department with primary responsibilities at our Huntington Station building. We are looking for an innovative and forward-thinking person to help us grow our services and presence in the Huntington Station community. The successful candidate should exhibit positive, proactive customer service skills, flexibility, and initiative. **Spanish proficiency is preferred.**

General responsibilities include but are not limited to:

- Basic knowledge of, and instruction to patrons, in all library resources including digital and downloadable materials; Creating patron programming for library resources.
- Reference desk coverage at two buildings performing difficult informational, reference and referral services.
- Knowledge of emerging technology and current trends in library services.
- Programming and collection development for adults at our Station Library.
- Plan and participate in community outreach and liaison programs.
- Represent the library at community and professional meetings and events.
- Willingness to participate in our Passport Program and Citizenship Program.
- Notary, or willingness to become one, is a plus.

Requirements:

- Excellent customer service and communication skills.
- Experience working with the public and diverse communities.
- Must be reachable on the Librarian II list. Transfers will be considered.
- Spanish proficiency is preferred.
- Nights, weekends, and holidays are required.

Salary is \$60,005.40 as per union contract. (Currently under negotiation.) Interested candidates should email their resume and letter of application by March 17, 2023, to Library Director Joanne Adam at joanne_adam@huntlib.org.

Main Building: 338 Main Street, Huntington, NY 11743 • 631-427-5165 • fax 631-421-7128

Station Branch: 1335 New York Avenue, Huntington Station, NY 11746 • 631-421-5053 • fax 631-421-3488