



HAMPTON BAYS PUBLIC LIBRARY

Position Title: Young Adult Librarian/Librarian Trainee

Supervisor Title: Young Adult Services Manager

FLSA Status: Non-Exempt

Salary: Librarian - \$51,000 + competitive benefit package

Librarian Trainee - salary commensurate with credits completed

DUTIES CHARACTERIZED BY THIS CLASSIFICATION:

Under the supervision of the Youth Services Manager, this employee is responsible for providing reference and readers' advisory services, participating in collection development and management discussions, community outreach and involvement, planning and presenting programs, and supervising pages and clerks.

REQUIREMENTS FOR THIS POSITION:

1. Ability to communicate clearly and effectively with adults and teenagers
2. Ability to establish and maintain effective working relationships with staff and the public to achieve specific goals and objectives of the department.
3. Ability to work independently and productively.
4. A commitment and passion for diversity, inclusion and equity and the ability to translate that into daily practices.
5. Working knowledge of library computer software systems and ability to problem solve and troubleshoot.
6. Working knowledge of trends, recreational interests, and the needs of young adults and their parents/caregivers (for example, being able to withstand being absolutely dunked on by teens and being able to name at least five Super Smash characters).

EDUCATION/EXPERIENCE REQUIRED:

- MLS/MLIS with a valid New York State Public Librarian's Professional Certificate or current enrollment in an ALA accredited Library School.
- Experience working with young adults

KEY FUNCTIONS OF THIS POSITION:

1. Provides reference services.
2. Provides readers' advisory services: maintaining an awareness of tools that will assist in directing patrons to material; reading regularly from selected areas and genres.
3. Promotes the use of the collection: acquiring familiarity with the collection; developing bibliographies as appropriate; and helping to develop programs that promote the use of library resources.
4. Assists with program planning, promotion, presentation and evaluation.
5. Participates in appropriate local, state and national professional organizations.
6. Supervises the pages and clerks by creating their schedules and overseeing their tasks.

Interested candidates should email their resume and cover letter to agiresi@hamptonbayslibrary.org by April 5, 2023