



Emma S. Clark Memorial Library  
120 Main Street  
Setauket, NY 11733-2868  
631.941.4080  
[www.emmaclark.org](http://www.emmaclark.org)

*"The Heart of the Three Village Community"*

## **Part-Time Librarian or Trainee Positions Available**

The Emma S. Clark Memorial Library is seeking two energetic, service-oriented librarians to join a dynamic Adult Services team. Both positions require working regular weekday afternoon and/or evening shifts in addition to working at least one Saturday and one Sunday per month for an average 10-15 hours per week. Weekend-only positions are also available. Scheduling flexibility is a plus.

### **Qualifications:**

- MLS (or equivalent) degree or current enrollment in an ALA-accredited library school pursuant to such a degree
- Strong communication skills and public service orientation
- Technology skill set appropriate for an information professional in today's constantly changing environment
- Comfort using, and assisting others in using, computers and mobile devices to access library services and information
- Ability to work both independently and as an integral part of a team

### **Duties Include:**

- Providing reference assistance and reader's advisory services by competently searching a broad range of print and electronic resources
- Training and assisting patrons to function in the digital age and to access online library services from a variety of portable devices

**Compensation:**     \$33.61/hour   Mondays – Saturdays  
                             \$50.42/hour   Sundays

Trainee compensation is commensurate with credits completed:

From \$25.54/hour to \$38.32/hour   Mondays - Saturdays  
From \$30.92/hour to \$46.39/hour   Sundays

These are not civil service positions. Interested candidates should submit a resume and cover letter by **Thursday, September 28**, to Joan Kahnhauser, Head of Adult Services, [joan@emmaclark.org](mailto:joan@emmaclark.org), using the subject line ***Part-Time Position***.

Emma S. Clark Memorial Library is an Equal Opportunity Employer.