



91 Coopers Farm Rd.
Southampton, NY 11968
www.myrml.org

Full-Time Outreach/Reference Librarian

Rogers Memorial Library seeks a proactive and personable Outreach Librarian who believes in providing excellent customer service to join the staff of the Adult Reference Department.

Job Description:

- Serve as Outreach Librarian; manage mail delivery to homebound patrons and visit a local residential care facility on a weekly basis
- Coordinate a variety of outreach programs
- Run a reading program for adults
- Provide reference, research and reader's advisory services
- Provide passport services
- Share responsibilities for collection development (e.g. Large Print, Spanish collection)
- Other duties as assigned

Required Qualifications:

- MLS from an ALA-accredited library school or currently enrolled
- Strong technology & communication skills
- Commitment to proactive customer service
- Avid reader
- Bilingual a plus

Hours:

Schedule requires two evenings and at least one Saturday and Sunday a month. Sundays are paid double time.

Salary \$55,000-\$65,000; trainees \$45,500. Competitive benefits.

Interested applicants should email a cover letter, resume and two references by **Monday August 19th** to:

Beth Gates, Head of Reference
Rogers Memorial Library
91 Coopers Farm Rd.
Southampton, NY 11968
beth@myrml.org