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### **PT/Sub Librarian/Librarian Trainee in Adult and Reference Services Department**

There presently exists two opening for enthusiastic and energetic part-time or substitute librarians or librarian trainees in our Adult and Reference Services Department. Some Saturday and evening shifts are required. The successful candidate should exhibit positive, proactive customer service skills and initiative.

#### **General responsibilities include but are not limited to:**

- Knowledge of, and instruction to patrons, in all library resources including digital and downloadable materials.
- Possess knowledge of emerging technology and current trends in library services.
- Collection development, readers' advisory and program responsibilities will be assigned as required.
- Develop displays, bibliographies, and other materials.
- Willingness to participate in community outreach events.
- Ability and willingness to collaborate with colleagues as well as work independently.
- Additional duties and responsibilities will be assigned as needed.

#### **Qualifications**

- MLS from an ALA accredited institution and valid NYS Public Librarian Certificate (or presently be enrolled in library school.)
- General experience working with the public and diverse communities.
- Spanish proficiency is a plus.
- Maker Space experience is a plus.

The salary for this position is \$31.56 for Librarian I. Trainee salary is set by the number of credits completed.

If interested, please submit a cover letter, resume and references by October 15, 2024, to:

**Donna Mazovec, Head of Adult & Reference Services**  
**[donna\\_mazovec@huntlib.org](mailto:donna_mazovec@huntlib.org)**