



3 Higbie Lane • West Islip, New York 11795
(631) 661-7080
www.westisliplibrary.org

January 31, 2025

Position Available: Librarian I or Librarian Trainee

Schedule: 17.5 hours per week

Salary: \$29.10 – Librarian I

\$25.00 – Librarian Trainee

The West Islip Public Library is seeking a service-minded librarian or librarian trainee for a part-time position in our Reference and Adult Services Department.

Responsibilities Include:

- Provide referrals, research and readers' advisory for adults and teens
- Assist patrons with the use of library resources and technology
- Foster a welcoming and respectful environment

Skills, abilities & personal characteristics:

- Knowledge of and comfort with computer technology, mobile devices and scanners
- Ability to problem solve with patience and understand the needs of library users
- Dedication to life-long learning

Qualifications:

- Librarian – MLS/MLIS degree from an ALA accredited school
- Librarian Trainee – actively enrolled in an accredited MLS program with at least 12 credits completed
- Excellent customer service skills
- Ability to work independently

Schedule includes a minimum of one night a week and weekend rotation, which is a requirement of the position.

To Apply:

- Send cover letter and resume to Jamie Papandrea, Director, at jpapandrea@westisliplibrary.org
- Please include the hours you are available to work in your cover letter