

Position Available: Librarian at Ulysses Philomathic Library

The Ulysses Philomathic Library is seeking a full time Librarian for 35 hours per week, including some Saturday and evening hours.

Application Deadline: January 10, 2018

Send cover letter, resume and references to:

Ksana Broadwell, director@trumansburglibrary.org. No phone calls please.

The Ulysses Philomathic Library is an Equal Opportunity Employer.

Librarian Job Description

Please see www.trumansburglibrary.org for the full job description.

Summary of Essential Responsibilities

The Librarian, under the supervision of the Library Director, will be responsible for adult and youth collection development, reference, programming, reader's services, outreach, and electronic services. The librarian will serve as the liaison to community organizations serving adults and youth. The position also requires assisting patrons at the circulation desk with general library operations as well as other duties as assigned.

Qualifications

The Librarian must have a thorough knowledge of libraries, excellent oral and written communication skills, the ability to prioritize tasks, define a manageable scope of work, and enjoy working with people. The ideal candidate will be adept with library technology and willing to adapt as required. The ability to be creative, work independently and as part of a team while maintaining a professional, welcoming, and service-oriented attitude is essential. An MLS is required; flexibility and sense of humor are preferred.