



# ROOSEVELT PUBLIC LIBRARY

*Life Long Learning*

## Part-Time Librarian - Position Available

The Roosevelt Public Library is seeking a friendly, energetic, highly motivated part-time librarian to provide excellent customer service to our community.

### Job Duties:

- Provide a high level of enthusiastic customer service
- Commitment to a training and learning environment under the supervision of full-time librarians
- Provide all reference services
- Utilize Sierra and other current technologies
- Help patrons with locating materials and basic reference questions
- Ability to manage phone calls and in-person requests simultaneously
- Possess excellent communication and organizational skills for working collaboratively on library outreach and events
- Promote Library services and programming
- Perform readers' advisory services and participate in book discussion groups
- Perform other duties as assigned

### Qualifications:

- MLS Degree in Library and Information Science
- NYS Public Librarian's Certificate

**Starting Salary:** \$25 per hour

**Schedule:** 19.5 hours/week, including Evenings and Weekends

Please email your cover letter and resume to Dr. Lambert Shell, Library Director at [rpl@rooseveltlibrary.org](mailto:rpl@rooseveltlibrary.org)

*This is a non-competitive Civil Service position  
Candidates' names will not be removed from the Civil Service list.*

*Roosevelt Public Library is an equal opportunity employer.*

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