



## Emma S. Clark Memorial Library

120 Main Street  
Setauket, NY 11733-2868

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[www.emmaclark.org](http://www.emmaclark.org)

*"The Heart of the Three Village Community"*

### **JOB POSTING**

#### **PART-TIME CHILDREN'S LIBRARIAN I / LIBRARIAN TRAINEE**

The Emma S. Clark Memorial Library is seeking a highly motivated and enthusiastic part-time Children's Librarian or Librarian Trainee who believes in providing excellent customer service to children and their families. The successful candidate must be a creative team player, friendly, hard-working and knowledgeable about children's literature, digital services, and children's programs, be flexible and work well in a busy environment.

**This is not a Civil Service position.**

#### **Requirements and duties:**

- MLS degree from an ALA accredited library school for a Librarian I or actively enrolled in an accredited MLS program for a Librarian Trainee with a specialization in Youth Services.
- Experience and enjoy working with children (birth – 6th grade) and their families.
- Ability to provide friendly reference, research and reader's advisory service to children and their families.
- Assist and instruct children and their families in the use of library services and technological resources.
- An understanding of proactive customer service.
- Conduct a wide variety of educational and craft programs for children that encourages their cognitive and emotional development.
- Technology skill set appropriate for an information professional in today's environment.
- Desire to work as a team member and collaborate with co-workers on projects and programs as well as develop and conduct innovative programs for children independently.
- Perform other duties and responsibilities as needed by the library.
- Available to work daytime, Friday evenings, as well as a Saturday and Sunday rotation.

Interested candidates should email a copy of their resume with a cover letter and 2 references by Monday, September 13, 2021 to:

Brian Debus - Head of Children's Services

[brian@emmaclark.org](mailto:brian@emmaclark.org)