

ISLAND TREES PUBLIC LIBRARY

38 Farmedge Road, Levittown, New York 11756

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www.islandtreespubliclibrary.org

Michelle M. Young, Director

Part-time Librarian I- Generalist Position

The Island Trees Public Library is looking for an enthusiastic, flexible librarian who enjoys working with patrons of all ages in all departments, for up to 17 hours per week. Schedule will include day, evening and Saturday hours.

Duties include, but are not limited to:

- Knowledge of Sierra, Encore, Eventkeeper, Apps and Social Media.
- Knowledge of general reference databases and able to perform online searches.
- Knowledge of ILL, using NLS and out of network sources.
- Provides technology assistance with electronic resources and digital devices: public computers, laptops, Chromebooks, iPads, eReaders.
- Other related duties as assigned.

Qualifications:

- MLS Degree in Library and Information Science from an ALA-accredited program.
- NYS Public Librarian's Certificate.
- Must be a Nassau County resident.
- Effective collaboration skills and the ability to function individually and in a team environment.

Hourly Wage:

- Salary is \$22.00 per hour.

Please email your cover letter and resume to:

Marilyn Adamo, Head of Reference, madamo@islandtreespubliclibrary.org

Position is open until filled.

This is a non-competitive Civil Service position. The Island Trees Public Library is a member of the NYS Retirement. *Please note: Resumes will only be accepted via email.*

Thank you.