

School Librarian
Part-Time

Founded in 1968 in the Lower East Side by a pioneering group of parents and educators, Corlears School is a small New York City independent school for toddlers through 5th graders, located in the Chelsea neighborhood of Manhattan. Over fifty years since its founding, Corlears School has become firmly established among independent schools in New York City. The original founding families believed in the progressive approach to education and creating a rich educational foundation for young children where they could explore, question and take their learning beyond the classroom. The Corlears community values an inquiry-based, constructivist approach to instruction, responsiveness to student exploration, and the role of teacher as a guide to student learning. Along with this original pedagogical approach, the school has retained a deep commitment to maintaining a community that welcomes and includes children, families and staff from diverse backgrounds, embracing neurodiversity and honoring differences in race, ethnicity, ability, socioeconomic, gender expression, and beliefs. We are committed to creating an environment and shaping a curriculum that is equitable and inclusive for each individual student. We aim to create a collaborative teaching environment by supporting the partnership of teaching teams. Our small and dynamic community makes working at Corlears an opportunity for professional growth. In alignment with our mission to embrace diverse social identities among faculty and families, we are eager to consider applicants from traditionally underrepresented groups.

Primary Responsibilities:

- Maintain the Library collection to ensure students, teachers and families have access to library materials for classes, assignments, and recreational reading
- Develop policies, procedures, and criteria for selecting a balanced collection to support the curriculum, representative of diverse points of view of a pluralistic society
- Manage acquisitions, processing, organizing, distribution, maintenance, and inventory of resources in all formats
- Continuously review professional publications to keep up-to-date on current print and non-print resources
- Provide teachers with print and non-print resources related to specific units upon request
- Collaborate with classroom teachers to curate classroom libraries to meet the needs and interests of the students
- Collaborate with classroom teachers around library check-out and re-stacking procedures
- Guide students, teachers and families towards locating and utilizing library resources
- Support, supplement and extend classroom teaching by developing and maintaining resources appropriate to the curriculum, the learners, and instructional strategies of the school community

The successful candidate will:

- Value the school's mission to support students who are economically, racially and ethnically diverse, as well as those coming from diverse family structures
- Be aligned with Corlears School's social-emotional and social justice initiatives centered in anti-bias teaching
- Be familiar with the Metis library classification system
- Be passionate about supporting and developing the reading habits of young children
- Utilize fair and equitable classroom management techniques
- Have an understanding and interest in progressive / constructivist practices and principles
- Have experience differentiating for a wide age-range and a diverse array of learning profiles
- Have strong written and interpersonal communication skills
- Have a sense of humor and a drive to collaborate with colleagues
- Be committed to ongoing professional growth and developing cultural competency

Employment Requirements:

- 5+ years of experience working with children ages 2 through 10
 - M.ED, MA or MS in education (MLIS preferred, but not required)
 - Record of completed COVID-19 vaccine or confirmed medical/religious exemption
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Please send resume, cover letter and educational philosophy statement to: jobs@corlearsschool.org