

The Middle Country Public Library is seeking a part-time librarian for the Miller Business Center. The successful candidate should have a commitment to providing services and information to adults seeking to improve their economic wellbeing. They will assist job seekers, students, entrepreneurs, business owners and business professionals. Regular duties range from staffing the reference desk and answering reference questions to attending programs and performing outreach.

Qualifications:

- MLS degree from an ALA accredited school.
- Excellent communication and customer service skills and a dedication to helping the public.
- The ability to provide professional and excellent reference and reader's advisory services to diverse patrons.
- An interest in working with diverse communities, business owners, job seekers, and entrepreneurs.
- Knowledge of business, education and job information resources.
- An interest in gaining expertise in business information research if not already possessing training and experience in this area.
- Being proficient (or an interest in becoming proficient) in the use of all business and career related online resources offered at the Miller Business Center.
- A familiarity with current e-readers and platforms.
- An interest in emerging technologies and developing trends in libraries.
- Candidates must be flexible, able to handle multiple competing priorities and tasks, and adaptable to change.
- This position requires availability to work evenings and weekends. Weekend shifts are assigned on a rotating basis.

Contact:

Interested applicants should send a resume and cover letter to Elizabeth Malafi at malafielizabeth@mcplibrary.org

