

# baldwin public library

## **Part Time Librarian I (Non-Competitive)**

The Baldwin Public Library is seeking an energetic, dedicated, and flexible Part Time Librarian I to work in our Reference and Teen departments. Successful candidate will work up to 17 hours per week as needed by the Library. Schedule will include evening and weekend hours.

### **Duties include, but are not limited to:**

- Provide library services to members of the public, including:
  - Reader's Advisory
  - Research
  - Basic computer / technology assistance
  - Other duties / projects as assigned.

### **Knowledge, Skills, and Abilities:**

- Previous experience working as a librarian.
- Strong customer-service orientation.
- Excellent oral and written communication skills.
- Comfort with a range of technologies.
- Knowledge of adult and teen literature.
- Experience working with teenagers is a plus.
- Experience with Sierra and Encore is a plus.

### **Qualifications:**

M.L.S from an ALA-accredited institution.  
Current N.Y.S. Public Librarian certificate.

### **Hourly Salary:**

\$26 per hour.

**This is a non-competitive Civil Service position. Nassau County residency is not required.  
This position is non-exempt; Union membership is available.**

Interested candidates should email a copy of their resume and a cover letter to Kaysa Watson-Phillips ([kwatson@baldwinpl.org](mailto:kwatson@baldwinpl.org)) by Friday, March 22, 2024.