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Christina Marra, Director

Join Our Team!
Youth Services Programming Coordinator

The Oceanside Library has recently moved into a brand new facility. We are the cornerstone of our community, offering a wide range of resources and services to enrich the lives of our patrons. We already present hundreds of youth services programs. We are seeking to expand our programming and increase coordination among our staff and outside presenters.

We are looking for a forward-thinking person to coordinate our youth services programs, serving babies through college-age patrons. This is a challenging, exciting opportunity for a person with ideas and the desire to help shape a library of the future. We are seeking a person who can multitask, can handle problems as they arise, is creative, and is curious. The ideal candidate is someone who is upbeat and unafraid to experiment and fail.

The Youth Services Programming Coordinator will report to the Assistant Director, will work closely with the Head of Youth Services and Teen Librarians, and will coordinate with the entire programming team, including Adult programming and Outreach, Tech, Special Needs, Marketing, and more.

Key Responsibilities:

- Plan, develop, and implement high-quality programming for our youth services population, including STEM programs, educational workshops, author visits, summer reading initiatives, arts and crafts, music and performing arts, social programs, and more.
- Collaborate with local schools, educators, and community organizations to enhance library outreach and partnerships.
- Stay informed about trends in children's literature, education, and library services.
- Create and personally run programming.

Qualifications:

- Experience developing and leading children's programs, preferably in a library or educational setting.
- Excellent organizational and project management skills.

- Ability to work independently and as part of a team.
- Flexibility to work evenings and weekends as needed.
- Experience in developing and operating programming and events.
- Excellent communication and public-speaking skills.
- Ability to work collaboratively with staff, families, and community partners.
- Proficiency in graphic design software (e.g., Canva) a plus
- Familiarity with social media platforms a plus
- Experience managing a team and/or coordinating volunteers is a plus.

Full-time: This is a full-time position, on-site.

Compensation: \$50,000- \$60,000 per year

Fulltime employees receive the following benefits:

- New York State Pension
- Health Insurance (no cost for single coverage)
- Vacation
- Sick time
- Personal leave
- Family Leave (including new birth leave)
- Dental & vision insurance available for purchase
- One hour per week reading time
- Position may qualify under the Public Service Loan Forgiveness Program
- Access to free discount purchase program
- Membership in professional library and field-related associations
- The Library believes in ongoing training and education and supports participation in such by employees.

The Oceanside Library is an Association Library and is not subject to Civil Service requirements. We are an equal opportunity employer.

To apply, please send your resume and cover letter careers@oceansidelibrary.com. **MUST PUT YOUTH SERVICES PROGRAM COORDINATOR IN SUBJECT LINE**

We will begin screening applications immediately. Position open until filled.