



144 W. Merrick Road, Freeport, NY 11520
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Part-Time Non-Competitive Librarian I Position

The Freeport Memorial Library is seeking a Librarian to fill a part-time position in our Library's Youth Services Department. The ideal candidate should be a friendly, approachable, and customer-service-oriented. *Note that while the position is primarily in the Youth Services department, coverage at our adult service desk may be required as needed.*

Responsibilities include (but are not limited to):

- Providing reference and readers' advisory services to library users of all ages.
- Assisting patrons in locating materials and database research.
- Evaluating and selecting library materials.
- Assisting patrons with technology, including computers and tablets.
- Assisting with the development and implementation of library programs and special projects as needed.
- Forming and maintaining positive work relationships with coworkers, library users, and community organizations.

Qualifications:

- MLIS degree from an accredited program and New York State Public Librarian's Certificate.
- Strong verbal and written communication skills.
- Excellent computer and technology skills.
- A commitment to providing excellent customer service.
- The ability to work as a team member.
- Tact and courtesy in dealing with staff and the public.
- Prior library experience and knowledge of Sierra is a plus, but not required.

This is a non-competitive Civil Service position. You do not need to be on a Civil Service list and you will not be removed from any Civil Service list.

Hours: Flexible schedule up to 17 hours per week including evenings and weekends as needed.

Salary: \$28 per hour.

Interested candidates may apply by emailing a resume and cover letter to youthservices@freeportlibrary.info attn: Ms. Roseann Podias or Ms. Cindy Soto.