Adult Services Librarian I Position

The Scarsdale Public Library seeks a full time Adult Services Librarian I who will focus on programming. The ideal candidate will be a creative, tech savvy and responsive individual who is passionate about the role of the public library in our community. We recently completed a major physical transformation to create a more welcoming, flexible space and part of this librarian’s role will be to animate some of the new spaces, including helping to coordinate MakerSpace activities.

Programming Goals include:
- Identification and analysis of the needs, values, and preferences of our community in order to identify program priorities
- Working in conjunction with our current programming librarian and department head to develop and implement effective programming including for the forthcoming MakerSpace
- Identifying potential community partners and working with them to provide programs that appeal to our community

General Responsibilities include:
- Providing reference and readers advisory services
- Assisting patrons in the discovery and utilization of library offerings
- Instructing patrons in use of library catalog, databases, other electronic and Tech Room services
- Collection development

Qualifications:
- ALA accredited Masters’ of Library Science required
- New York State Public Librarian Certification or ability to be certified
- Excellent customer service skills
- Knowledge of current trends in library services
- Knowledge of standard library procedures, current information technology, internet and database searching
- Strong technology skills; knowledge of Evergreen ILS is a plus
- Able to learn and stay current with emerging technology, including digital media
- Ability to communicate effectively with others, verbally and in writing

About the Library: The Scarsdale Public Library is a bustling and lively hub of a community that values education and supports its library. It is a leading public library in Westchester County, consistently at the top of annual statistical rankings for numbers of visitors, programs and circulation of its collections. It is a member of the Westchester Library System, a consortium of 38 member libraries.

Note: This position requires Saturday hours on a rotating basis and one evening each week. Placement in this position is subject to Westchester County Department of Human Resources (civil service) approval as a Librarian I. Click for information on how to apply to civil service.

Compensation: Competitive salary of mid-$60,000 to mid-$70,000 depending on experience with an attractive benefits package and a 35 hour work week.

To apply, please submit a cover letter and resume to Wendy Archer, Adult Services Manager, warcher@wlsmail.org by January 1, 2023.