



Part-time Librarian - Adult Services Maker Space Programming

The Scarsdale Public Library has an opening for one Part-time Librarian in Adult Services. We are seeking a flexible, creative and energetic individual who is passionate about the role public libraries play in individual lives and the community. This role will require the knowledge and skills to implement and support Maker Space programming for Adults.

This regularly-scheduled position requires the ability/availability to work 17 hours per week. The schedule will include one evening shift until 9 PM, alternate Saturdays and one other shift to be discussed.

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. The Library recently completed a major physical transformation to create more welcoming, flexible spaces that will allow the staff to be more responsive to present and future community needs.

General Responsibilities:

- Providing reference and readers advisory services
- Assisting patrons in the discovery and utilization of library offerings
- Instructing patrons in use of library catalog, databases, and other electronic services
- Maker space programming

Knowledge/Skills/Abilities:

- Excellent customer service skills
- Knowledge of standard library procedures, current information technology, Internet and database searching
- Strong technology skills; knowledge of Evergreen a plus
- Ability to communicate effectively with others, orally and in writing, including through email
- Understanding of principles of STEM/STEAM and the ability to effectively facilitate programming for Adult learners

Education/Qualifications:

- Master's Degree in Library Science from an ALA-accredited program
- NYS Public Librarian certificate required by start date

Compensation: \$32 an hour

To apply, please submit a cover letter and resume to Wendy Archer, Adult Services Manager,
warcher@scarsdalelibrary.org

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