



## Part-time Teen Service Librarian Position

The Scarsdale Public Library has opportunities for part-time librarians in Teen Services, serving youth in grades 6 through 12 as well as their guardians and teachers. We are seeking flexible, creative and energetic individuals who are passionate about the role public libraries play in individual lives and the community. There are both “on-call” and regularly-scheduled positions available, up to 17 hours/week. Regular evening and weekend work is required.

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 (all positions):

- Providing reference and readers’ advisory services
- Assisting patrons of all ages in the discovery and utilization of library offerings
- Instructing patrons in use of library catalog, databases, and other electronic services

### Additional Responsibilities (varies by position):

- Collection development
- Planning, implementing, and/or facilitating innovative programs both live and virtually to fulfill the diverse educational, recreational and personal needs of the community

### Knowledge/Skills/Abilities:

- Excellent customer service skills
- Knowledge of current trends in library services
- Knowledge of standard library procedures, current information technology, Internet and database search capabilities
- Strong technology skills; knowledge of Evergreen a plus
- Able to learn and stay current with emerging technology, including digital media and social media platforms like Discord, TikTok, and Instagram
- Cultural competence skills
- Ability to communicate effectively with others, orally and in writing, including through email

### Education/Qualifications:

- Master’s Degree in Library Science from an ALA-accredited program

**Compensation:** \$30-32/hour

To apply, please submit a cover letter and resume to Jennifer Brinley, Teen Services Manager, [jbrinley@wlsmail.org](mailto:jbrinley@wlsmail.org). Please indicate your preference for an “on call” or regularly scheduled position.