

## **Teen Librarian (Full time) – Scheben Branch**

Boone County Public Library is seeking a dynamic, motivated and organized individual for the full time position of Teen Librarian. The Teen Librarian is responsible for providing library service to teens ranging in age from 12 to 17 years and to their parents and teachers. In addition, the Teen Librarian may assist with other youth services programs and duties. This position will work days, nights and weekends. The Teen Librarian interacts extensively with the public and other staff members.

### **Responsibilities**

- ✓ Plan, implement and evaluate youth programs and activities in cooperation with the Youth Services Coordinator
- ✓ Promote library services and programs through visits to schools and other agencies and participation in community events
- ✓ Answer reference questions, in person and through various means of communication, using print and non-print sources within the library and from remote databases
- ✓ Assist customers with locating materials and using library resources and equipment
- ✓ Provide formal and informal bibliographic and Internet instruction
- ✓ Prepare reports and compile statistics reflecting teen service activity
- ✓ Participate in the evaluation and development of teen collections
- ✓ Prepare bibliographies, displays, exhibits
- ✓ Perform related duties as assigned

### **Knowledge/Skills/Abilities Required**

Knowledge of child behavior and development

Knowledge of children's and young adult literature

Knowledge of library principles and practices; awareness of current library trends and developments

Demonstrated ability to plan and present effective children's/teen programs

Working knowledge of standard reference resources and materials

Ability to deal tactfully and effectively with the public and other staff members

### **Qualifications**

MLIS from an accredited library school or related Master's Degree **OR**

Equivalent combination of education, training, and work experience that will provide the required knowledge and abilities

Must qualify for library certification from the state of Kentucky

### **Compensation**

\$16.80 per hour, plus an excellent benefits package and participation in the County Employees Retirement System

### **Deadline for Applications:**

1/2/2019

**If you have the qualifications for this position, send job application, cover letter and resume to:**

Human Resources Manager

Boone County Public Library

1786 Burlington Pike

Burlington, KY 41005

[jobs@bcpl.org](mailto:jobs@bcpl.org)

fax 859-689-0410