

## **Hollis Social Library Youth Services Librarian-Full Time**

The Hollis Social Library seeks a highly motivated Youth Librarian to join our staff to serve the children and teens of the Town of Hollis, a historic town in southern New Hampshire. This is a full-time, 40 hours per week, position with benefits.

The Youth Librarian is responsible for the operation of the Children's/Young Adult Department, including programming, collection development, cataloging, and readers advisory services. The duties include, but are not limited to, assisting children, parents, teachers, and teens in selecting, locating, and utilizing library resources and instructing children and teens in library use and database usage.

Planning and conducting programs for children and teens throughout the year is a major component of the position. Programs offered during the year include story times, reading clubs, after school programs, holiday events, craft programs with special emphasis on the summer reading program. Publicity for the programs is done by the Youth Librarian, aligned with the library publicity strategy.

Community outreach is essential to ensure collection development and programs meet the ever growing and changing needs of the Hollis community. As a spokesperson for the Hollis Social Library, the Youth Librarian is responsible for visiting local schools, and educating staff and students about the resources the Hollis Social Library has available to them. It is equally important to engage with the school librarians and collaborate on educational support for students in the Hollis community.

The Youth Librarian also provides assistance at the circulation desk as needed. Supervises work of circulation assistants, library pages, and volunteers, as needed. Oversees building operations when designated to do so by the Director.

The successful candidate will have a positive outlook, strong customer service skills, flexibility, a good sense of humor, and a commitment to promoting literacy and creating a warm, inviting atmosphere for children, teens, and their families.

**MINIMUM QUALIFICATIONS:** Qualified applicants must have earned at minimum a Bachelor's degree from an accredited college, ideally in Library Science or a commensurate area of study such as Education. A thorough knowledge of current trends in children's and young adult literature is highly desired along with the ability to read aloud and connect to listeners. Candidates should have in-depth knowledge of computer functions and experience in the creation and implementation of social media campaigns. Children/teen programming experience is required; demonstrated ability to work well with staff and public; initiative, dependability, good judgment, tact and courtesy.

**PREFERRED QUALIFICATIONS:** Preferred candidates will have a minimum of two years' experience working with children and teens in a public or school library setting.

### **POSITION DETAILS:**

This position is 40 hours per week including evening and weekend hours.

Salary range is \$38,000-\$40,000 annually with full benefits package.

Closing date: September 30, 2021

**TO APPLY:** Visit our website: <https://www.hollislibrary.org/get-involved/employment-opportunities/> Or send your resume and cover letter to: Hollis Social Library, Attn: Laura Klain, PO Box 659, Hollis, NH 03049