Rensselaerville Library

Job Opening

Youth Services Coordinator

Rensselaerville Library is looking for an energetic, enthusiastic and engaging Youth Services Coordinator to assist children, young adults and families in the use of library materials, equipment and resources, and to conduct programs. This new position reports to the Library Director, but exercises considerable independence in carrying out the duties of the position.

Job Summary:

Under the supervision of the Library Director, the Youth Service Coordinator creates, coordinates, publicizes, and delivers library programs for children, young adults and families. The coordinator assists with children, tween, teen and parenting collections, reference, reader’s advisory, routine computer and internet use questions.

Qualifications: A Bachelor’s degree with a major or concentration in Education, Library Science, English or related field. One year of professional library experience or other work with children is desired. You will be part of a small staff, so working well with others is critical, be motivated and self-directed enough to work without close supervision. Most importantly, you must be passionate about working with children and their families.

Work Schedule: Six hours per week, hours are flexible based on programing and Library service hours for the week.

Pay Rate: $12 - $13 depending on experience

Application Information: Position information and application materials can be found on our web site at [www.rensselaervillelibrary.org/staff.html](http://www.rensselaervillelibrary.org/staff.html) or at the Library. Submit your completed job application, resume, and a cover letter reflecting your particular strengths for this position by ~~February 12,~~ **EXTENDED TO MARCH 25, 2016**.

Submit to:

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