

## Job Opening: Full-Time Adult Services Librarian Schuylerville Public Library



### **About the Library**

The Schuylerville Public Library is located in the village of Schuylerville and serves a population of 9,981 across seven towns and two villages. Schuylerville has an especially rich past being a battlefield in two wars, location of many revolutions, including fights for freedom, transportation, and industry along with an abundance of rich natural resources and a bounty of agriculture. The Schuylerville Public Library was named a 3-star library by the Library Journal magazine. Each year, the Library hosts hundreds of programs and serves thousands of people. All of its programs and exhibitions are free and open to the public. Connect here for TLC! (Technology, Literacy, and Community).

[www.schuylervillelibrary.sals.edu](http://www.schuylervillelibrary.sals.edu)

### **Library hours:**

Monday – Friday 10am-8pm

Saturday 10am-2pm

Sunday CLOSED

**Job Description:** This full-time position requires strong customer service skills, understanding and ability to work with people of all ages, with an emphasis on computer literacy and technology instruction. This position is supervised by the Library Director. Responsibilities will include group instruction, individual training, makerspace design, and development of coding programs for a range of ages. Other job duties include: reference, circulation, outreach, readers advisory, research instruction, and collection development. Some supervision over support staff and volunteers may be assigned.

**Requirements:** An accredited Master's degree in Library Science is required as well as New York State Public Librarian Certification. Experience in technology instruction and makerspace concepts as well as fluency in Office programs is preferred. A true commitment to excellent patron and public service in a contemporary library setting is a must. Familiarity with Polaris automation software is a plus.

The employee will be required to work 40 hours per week, with a schedule consisting of day, evening and weekend shifts. Benefits include New York State Retirement, health insurance, and paid time off. This is a Civil Service position, therefore appointments will be made based on Saratoga County requirements. Salary range is \$35,000-\$39,000, based on experience.

### **To Apply**

Send resume, cover letter, and three professional references to Caitlin Johnson, Library Director: [cjohnson@sals.edu](mailto:cjohnson@sals.edu)

Or Caitlin Johnson  
Schuylerville Public Library  
52 Ferry Street  
Schuylerville, NY 12871

**Applications due by June 30, 2018.**