

Classifieds

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Adult Services Librarian

Adult Services Librarian Position Open

The Estill County Public Library is currently seeking a full-time Adult Services Librarian able to work weekdays, and some nights and weekends.

Minimum requirements: High school diploma or equivalent, computer experience with standard office software, including Microsoft Office products, email, and internet usage, valid driver's license and satisfactory driving history, good communication and public relations skills, knowledge of young adult and adult materials, and knowledge of popular games and gaming.

Applicants must be able and willing to attain certification for the Para-Professional Certificate from Kentucky Board for the Certification of Librarians (minimum).

Job duties to include: planning and providing library programming for adults; performing general desk duties, including circulation and reference; performing collection development/management activities; creating monthly statistical reports, assisting with the creation of displays and possible outreach activities; assisting in the creation of the Summer Reading Program, publicizing library programs; planning for and meeting with book clubs and book discussion groups; shelving; and other duties as assigned.

Those chosen for interview will need to supply, at the time of the interview, a detailed plan for a program designed to last 45 to 60 minutes for an adult audience. Those chosen for interview will also be required to present a sample adult programming calendar covering a 1-month period, with a brief summary of the programs included in the calendar. Application deadline is close of business on October 1st. Work is to begin in early to mid-October. A background check will be conducted prior to final hiring decision. Please mail a cover letter, résumé, and 3 references to:

Estill County Public Library
Adult Services Librarian Search Committee
246 Main Street
Irvine, KY 40336

The Estill County Public Library is an Equal Opportunity Employer

Teen Services Librarian

Teen Services Librarian Position Open

The Estill County Public Library is currently seeking a part-time Teen Services Librarian able to work week nights and some weekends.

Minimum requirements: High school diploma or equivalent, computer experience with standard office software, including Microsoft Office products, email, and internet usage, valid driver's license and satisfactory driving history, good communication and public relations skills, knowledge of young adult materials, and knowledge of popular games and gaming.

College education and library experience working with teens preferred. Current MLS students considered. Applicants must be able and willing to attain certification from the Kentucky State Board for the Certification of Librarians at the Library Experience level (may require some college-level library science classes).

Job duties to include: planning and providing library programming for teens; performing general desk duties, including circulation and reference; performing collection development/management activities; creating monthly statistical reports, assisting with the creation of displays and possible outreach activities; assisting in the creation of the Summer Reading Program, publicizing library programs; planning teen-specific programs; working with Teen Advisory Group; and other duties as assigned.

Those chosen for interview will need to supply, at the time of the interview, a detailed plan for one program designed to last 45 to 60 minutes for a teen audience. Those chosen for interview will also be required to present a sample teen programming calendar covering a 1-month period, with a brief summary of the programs included in the calendar. Application deadline is close of business on October 7. Work is to begin in late October. A background check will be conducted prior to final hiring decision. Please mail a cover letter, résumé, and 3 references to:

Estill County Public Library
Teen Services Librarian Search Committee
246 Main Street
Irvine, KY 40336

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Stickeler's Answer

Stickelers Answer
The answer is "lightheartedness."
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