



PISCATAWAY public library

Children's Services, Part-Time, Multiple Positions, Piscataway Public Library

Description:

Under the supervision of the Head of Children's Services, the part-time Children's Services staff member is responsible for planning and implementing children's programming, increasing community engagement through outreach, and assisting with collection development.

Responsibilities:

- Planning, coordinating, executing, and evaluating in-person and virtual programs that meet the interests and needs of children and families in the community
- Strengthening connections with local organizations and representing the library at community events
- Assisting with the maintenance of the children's print and nonprint collection
- Providing reference and readers' advisory services to children and families
- Providing all-ages reference
- Other duties as assigned

Qualifications:

- A Bachelor's Degree is required
- A Master's Degree in Library Science (or equivalent) from an ALA accredited program and New Jersey Professional Librarian's Certificate are preferred. Consideration will be given to currently enrolled MLS students.
- Bilingual language skills are preferred
- Experience working with children in a professional capacity
- Enthusiasm for working with children (ages birth to 12 years) and families
- Ability to communicate clearly, courteously, and effectively with library patrons and staff

Schedule:

Westergard Branch preferred schedule: 12 hours per week including at least two evenings and rotating Saturday coverage.

Kennedy Branch preferred schedule: 17 hours per week including mornings, afternoons, and rotating Saturday coverage.

Compensation:

\$31.51 per hour for Library Associate

\$36.70 per hour for librarian with MLS and NJ certification

Notices:

- The successful candidate must comply with the "New Jersey First Act"
- All Piscataway Township employees over 18 are subject to the successful completion of a 3-month performance evaluation period
- Offers of employment will be conditional pending the completion of a criminal background check and drug screening as part of our pre-employment procedures
- Proof of Covid-19 vaccination is required for all new hires
- Piscataway Public Library is an Equal Opportunity Employer

To Apply:

Email a meaningful cover letter, resume, and three professional references to jobapplications@piscatawaylibrary.org and include **Children's Services, Part-Time** in the subject line. Deadline to apply February 23rd. Only applicants invited for interviews will be contacted.

About Piscataway Public Library:

Piscataway Township has a richly diverse population of over 58,000 and is located in Middlesex County, NJ. Piscataway Public Library is a statewide leader in public library service and has a tradition of providing pioneering programs. Piscataway Public Library nurtures professional development, leadership, and innovation.

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