



EMPLOYMENT OPPORTUNITY

Bloomfield Township Public Library is looking for an enthusiastic, energetic librarian committed to high quality public library service. Bloomfield Township Public Library is a class V library with a service population of 44,000+ people and has a \$7.9 million annual operating budget. There is strong community support for the Library, its collections, services and the programs offered. The Library promotes inclusivity in the diverse collections and programs available to all ages and abilities. Technology is integrated into library services. The successful candidate will have a strong commitment to provide quality public service and the desire to work in a collaborative team environment.

POSITION TITLE: Librarian

DEPARTMENT: Youth Services, reporting to Department Head

HOURS: Full-time, 37.5 hours per week, including evenings and weekends on a flexible basis.

WAGES & BENEFITS:

\$26.95 per hour, increasing to \$27.33 per hour upon successfully completing a 90-day orientation period. Paid time-off benefits include: vacation, sick, holiday, personal business, and emergency time. Health insurance, dental/optical insurance, term life and disability income insurance provided. Eligible for deferred compensation and other voluntary benefits. Employee Assistant Program (EAP). Professional membership and opportunity to participate in professional development available.

REQUIREMENTS:

MINIMUM:

- Masters in Library and Information Science from an ALA-accredited program.
- Professional experience working with children.
- Excellent interpersonal and public relations skills to work effectively with staff, volunteers and Library users in a team environment.
- Broad knowledge of literature, current trends, and developmentally appropriate practices in libraries for young people (birth through middle school) and families.
- Strong commitment to providing high quality public service to patrons of all ages and abilities.
- Proficiency in modern computing environments, both desktop and mobile.
- Ability to create, promote, and execute programs that reflect the interests and needs of the community.
- Ability to lift, push, and/or pull at least 20 pounds; ability to visually review materials and discern vocal and audible tones, with accommodations as needed.

DESIRABLE:

- Public Library work experience in Youth Services.
- Recent, successful experience presenting developmentally appropriate programs for young people.
- Knowledge of children's literature and media –both current and classic.

- Knowledge of popular culture for children and families.
- Experience with selection, budgeting, and deselection of material for youth.
- Expertise with Microsoft Office365.
- Familiarity with social media platforms, Canva, and WordPress content management.

RESPONSIBILITIES:

- Deliver positive, professional service to the public.
- Provide comprehensive reference and readers' advisory to patrons of all ages.
- Plan and conduct developmentally appropriate programs for young people (birth – middle school) and their families, including story times, book groups, special youth/family programs.
- Plan and conduct outreach programs for community partners (elementary schools, middle schools, preschools).
- Participate in the selection, development, and evaluation of youth print, non-print, and electronic resources.
- Prepare topical bibliographies, guides, and displays.
- Provide technology instruction to patrons, including downloadable materials.
- Contribute to the Library's website content and eNewsletter.
- Other duties as assigned.

APPLICATION: Due Sunday, November 12, 2023

Your application must include:

- A resume
- A cover letter
- A completed library application form

The application is available on the Library's website at <https://btpl.org/employment/> or at the Welcome Desk inside the Library building. Applications may also be delivered to the Library in person.

Careers
 Bloomfield Township Public Library
 1099 Lone Pine Road
 Bloomfield Township, MI 48302
 248-642-5800
 Fax: 248-258-2555
careers@btpl.org

We spark curiosity and imagination by connecting the community
 to resources, technology, and support.

For more information about the Library, visit our website at www.btpl.org.

Bloomfield Township Public Library provides equal employment opportunities to qualified persons without regard to race, color, sex, sexual orientation, religion, national origin, political views, age, disability, marital status, height, weight, or any other prohibited basis.