

# Town of Franklin

355 East Central Street  
Franklin, Massachusetts 02038-1352



Phone: (508) 553-4810  
Fax: (508) 553-4896  
Web: [www.franklinma.gov](http://www.franklinma.gov)

## OFFICE OF HUMAN RESOURCES

### JOB POSTING NOTICE

**POSITION:** Librarian 3 - Assistant Youth Services Librarian  
Part-Time position – 19 hours/week including some weekends

**GRADE:** L3

**SALARY:** \$20.22 - \$23.63 per hour

**POSTED:** May 15, 2018 until filled  
Preferred Deadline: June 1, 2018

The Franklin Public Library is currently accepting applications for a lively, vibrant Assistant Youth Services Librarian. This is a part-time position and the employee may work up to 19 hours per week. The exact schedule is to be determined, but will generally include Tuesdays and Wednesdays 9:00-1:00, Thursdays 3:00-7:00, and alternating Fridays and Saturdays 9:00 a.m. to 5:00 p.m.

#### **Duties and Responsibilities:**

The Assistant Youth Services Librarian reports to the Youth Services Librarian. This position helps plan and implement innovative, educational, and entertaining programs and events for youth of all ages. The ideal candidate will assist the Youth Services Librarian in a full range of professional tasks for an engaged community. These tasks include (but are not limited to) dynamic programming for ages birth through age 18, informed reader's advisory, grade appropriate reference, thoughtful collection development, Children's and Young Adult cataloging, creating promotional materials, engaging Franklin families through social media, and outreach in the Franklin community. Energy and enthusiasm are crucial! Experience with STEAM programming and willingness to try new things are preferred. Youth Services is a fun and dynamic department, so bring your sense of adventure!

#### **Qualifications:**

The preferred candidate will have at least one year of experience working with youth. The candidate must demonstrate genuine, care, respect, and strong interest in youth (ages 0-18) and an ability to establish rapport with them, their caregivers, and professionals who work with youths.

*Applicants must possess a Master's Degree in Library and Information Science (MLIS)*

Interested candidates shall email a resume and cover letter in Microsoft Word or PDF format to [apply@franklinma.gov](mailto:apply@franklinma.gov). Please put "Assistant Youth Services Librarian" in the subject line of the email.