Location: Baltimore County Public Library

Job Title: Youth & Family Engagement Specialist

Vacancy Number: 2020-289

Responsibilities: Collaborates with branch staff to create programming and develop spaces in branches for customers ages birth-18 and their families/caregivers.
-Coordinates system-wide programming and initiatives for customers ages birth -18 and their families/caregivers.
-Develops, implements and conducts Youth & Family Engagement continuing education trainings.
-Prepares and analyzes ongoing statistical reports.
-Collaborates with other departments and other Youth & Family Engagement department staff on library collections, technology, marketing, and services for youth.
-Promotes programming and initiatives in partnership with the Marketing and Development department using a variety of communication methods, including in-person, written, and video communications.
-Collaborates with other agencies serving youth locally, state-wide and nationally.
-May supervise other staff members; applies leadership and coaching skills in the training and development of staff.

Requirements: Minimum Requirements- Bachelor's degree and successful completion of the Library Associates Training Institute within two (2) years from date of hire. Three (3) years of experience working with children in an educational or public library environment. Preferred Requirements-Master’s degree in library science, early childhood development or related field and successful completion of the Library Associates Training Institute within two (2) years from date of hire. Essential Job Functions-Ability to lift up to 25 lbs. and push/pull a wheeled cart weighing up to 100 lbs. Ability to bend, kneel, crouch and stretch when preparing and presenting programs. Ability to communicate effectively and respectfully, verbally, and in writing, with customers and staff at all times. Ability to exercise sound judgment when interacting with internal and external customers. Ability to process basic math transactions. Must possess the knowledge and ability to effectively work in an environment that serves people of diverse ages, cultures, abilities and skill levels. Must possess basic computer skills and be able to use different technologies to perform work duties and serve customers. Ability to make presentations to internal and external groups. Skills in developing and presenting programs and trainings about youth for staff in the Library.

Salary Range: $39,190-$60,736

Application Process: Please apply online at www.bcpl.jobs

Special Requests:
Closing Date: 3/17/2020