

Location: Baltimore County Public Library, Woodlawn Branch

Job Title: Librarian III

Vacancy Number: 2019-258

Responsibilities: Assists customers in finding answers to a broad range of questions through use of print and on-line resources.

- Guides customers in selecting appropriate materials for reading/viewing/listening either for personal pleasure or professional development.
- Assists customers with technology related requests for service including e-reader devices.
- Develops and maintains a portion of the Library's collection.
- Plans and presents library-related programs and outreach services.
- Serves on teams and committees within the branch and system-wide.
- As needed, serves as Librarian in Charge by handling customer complaints and resolving facilities issues.
- Supports innovation by embracing change, being flexible and anticipating customers' needs.
- Demonstrates initiative by being a self-starter, rethinking processes, and effectively solving problems.
- Demonstrates a commitment to teamwork by being an effective communicator and engaging in respectful and productive work relationships.
- Actively pursues continuous learning by participating in training opportunities and sharing knowledge in the workplace.

Requirements: Bachelor's degree from an accredited college.

- Successful completion of the Library Associates Training Institute (LATI) or an MLS from an ALA accredited school within two years of date of hire.
- Knowledge of public library services and operations gained through one year of service as a Librarian.
- Knowledge of print, electronic and online information resources.
- Ability to establish and maintain relationships with customers, community groups and co-workers of diverse backgrounds.
- Ability to plan, organize and present a variety of activities and presentations.
- Demonstrate effective written and verbal communication skills.
- Ability to stand at a public service desk for lengthy periods of time and move throughout the branch, the ability to bend, lift up to 50 lbs and push or pull a wheeled cart weighing up to 100 lbs.
- Ability to bend, kneel, crouch and stretch for extended periods of time.
- A commitment to customer service and the ability to work with people of diverse backgrounds.
- Willingness and ability to travel throughout the system, work a variety of schedules that include evenings and weekends and accept system-wide transfers.
- Must pass post-offer background screening

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

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

Special Requests:

Closing Date: 09/26/2019