

**Location:** Harford County Public Library

**Job Title:** Library Associate

**Responsibilities:** The Library Associate I - Branch performs a variety of reference services within a branch in order to assist customers in using the library and its services to their fullest advantage. Assists customers with locating materials, information, using electronic resources and emerging technologies. Plans and provides library programming. Meets minimum public service hours as defined by Library Administration.

**Requirements:** Minimum Requirements:

\*Bachelor's degree;

\*Ability to attend Library Associate Training Program and to complete the program within 2 years after starting the program for Library Associate I;

\*One or more years of related experience;

\*Computer experience including internet, use of computer databases and downloading digital materials to a personal device;

\*Ability to work day, evening, and weekends hours.

**Salary Range:** Undisclosed

**Application Process:** Applications for this position are completed and accepted via online submission only. Please visit us at <https://www.hcplonline.org/> and click on Library Jobs tab for vacancy announcement details and application instructions.

**Special Requests:**

Closing Date: Open Until Filled