**Location:** New Castle County Libraries

**Job Title:** Librarian II

**Vacancy Number:** 16912022

**Responsibilities:** Performs highly responsible administrative and professional library work as branch manager of one or more public libraries or major service unit within an automated library system; does related work as required.

**Distinguishing Features of the Class:** An employee in this class applies professional library techniques and procedures in planning, initiating, coordinating, and directing activities in one or more libraries or in a major service unit within an automated library system. Under policy directives and program guidance, and subject to administrative review, this employee has considerable latitude for the exercise of independent judgment in managing, planning, and budgeting. Supervision is exercised over various professional, paraprofessional and support staff.

**Requirements:** Comprehensive knowledge of the principles, practices, and methods of library science and administration including such activities as general reference, classification, cataloging, acquisition, circulation, young adult and children's library work; good knowledge of reader interest levels and of books and authors; good knowledge of automated library systems and online and automated information resources; ability to operate a personal computer, data processing terminal, and other related equipment; ability to plan, organize, direct, and administer a complete program of library activities; ability to prepare and monitor an operating budget; ability to communicate courteously and effectively, both verbally and in writing, and to work effectively with the public and to interpret the library's policies and procedures to the public; knowledge of publisher and dealer practices and methods of library supply resources; knowledge of media equipment and techniques; ability to supervise the work of others; ability to interpret community interests and needs and to provide appropriate library services; ability to establish and maintain effective working, advisory, and consulting relationships with clubs, communities and other groups; ability to pass a County Class III physical examination.

**Acceptable Experience and Training:** At least three years of increasingly responsible professional public library experience with at least one year of experience supervising paraprofessionals, and possession of a Master's Degree in Library Science from a graduate library school accredited by the American Library Association or other professional accrediting agency. Library service prior to award of Master's Degree is not counted as professional service; other graduate study is desirable.

**Salary Range:** $59,685-92,593

**Application Process:** Applications may be filed online at: [New Castle County DE](#)

**Special Requests:**
Closing Date: 12/27/2022