Location: New Castle County, DE

Job Title: Librarian I

Vacancy Number: 16902022

Responsibilities: Performs professional, supervisory, and administrative work within an automated library system. An employee in this class applies professional library techniques and procedures to perform work in all areas of library service. Responsibilities include customer service to the public, planning, organizing, and conducting activities in the major service units including reference and reader advisory services, youth services, adult services, and technical services. Specializes in reference services to children, teen and/or adults based on organizational need. Compiles statistics for quarterly, annual, and special reports; Prepares and develops publicity for library programs and services; Schedules and plans special projects and exhibits.

Requirements: Thorough knowledge of the principles, practices, techniques, and methods of library science and administration, including such activities as general reference, classification, cataloging, acquisition, children's and young adult service, adult service, and automated systems; ability to use a personal computer and other related equipment; self-motivated and able to create and/or appreciate new ideas, approaches to operations and/or organization; ability to communicate courteously and effectively, both verbally and in writing, and to work effectively with other staff and the public; ability to plan, organize and supervise the work of others; ability to work in a team environment to deliver service to the public.

MINIMUM QUALIFICATIONS: 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.

PREFERRED REQUIREMENT: Preference will be given for professional experience in a public library.

ADDITIONAL REQUIREMENTS: Must pass a Class III County physical examination and a background check

Salary Range: $54,136.00 - $83,984.00 Annually

Application Process: Candidates may submit online employment applications using the NEOGOV online application system available at https://www.governmentjobs.com/careers/nccde