

**Position: Young Adult Services Library Assistant: PART TIME**

**Posting Date: February 6, 2019**

**Job Summary:** Under the general direction of the Director, and the direct supervision of the Head of Young Adult Services, performs the full range of reference, reader's advisory and programming services to teens in grades 6-12. Assists the Head of Young Adult Services in professional and special projects as assigned.

**Education/Training/Experience Requirements:**

- A. Associates Degree  
Library Technical Assistant certificate from an accredited program OR  
Associates Degree preferred.
- B. One year experience working with teens in a professional setting.  
Library or educator experience a plus.
- C. Must be creative, have a positive attitude, and love working with teenagers.
- D. Must possess initiative and have excellent communication and collaborative skills.
- E. Must have excellent computer skills.
- F. Must have the ability to adapt to changing work situations and job requirements.

**Job Description:** Young Adult Services recently opened a Young Adult Room at the Montgomery Campus. We are seeking an organized, creative, and energetic person to help make this space a success. The Young Adult Services Library Assistant will work with the Head of Young Adult Services and the department staff to provide quality library services to teens. Candidate must have a passion for young adult services, initiative, and effective communication skills. Duties include reader's advisory services, participation in program planning and implementation, collection development, and more.

**Hours:** Part time of 12-16 hours per week, 2 weeknights and every other weekend.

**Pay:** MINIMUM starting salary: \$12.50 per hour depending upon education and experience

**To Apply:** Submit a cover letter, resume to Krista Katzen by Monday, February 25, 2019 at [kkatzen@oswego.lib.il.us](mailto:kkatzen@oswego.lib.il.us). NO PHONE CALLS PLEASE.