

EMPLOYMENT OPPORTUNITY - Community Services Librarian, Parkland County Libraries Temporary, Full-Time, 1 year

Parkland County Libraries invites applications for a Temporary, Full-Time Community Services Librarian position for 1 year, with the possibility of extension.

As the Community Services Librarian, you will be responsible for engaging the community at all four of our public library locations of Duffield, Entwistle, Keephills and Tomahawk and ensuring that each library is meeting the needs of their community. You will act as a catalyst for developing, planning and implementing programming and outreach services and will inspire and assist library staff in delivering the best service experience.

Parkland County, with a population of over 30,000, is a rural community that offers a mix of agricultural, residential, industrial, commercial and recreational opportunities. Parkland County is situated west from the City of Edmonton and is close to urban amenities while offering rural life.

Qualifications:

- Master of Library and Information Studies degree, or equivalent, from an ALA-accredited institution
- Ability to assess community interests and needs and plan services and programs accordingly
- Excellent organizational, interpersonal and communication skills
- Proficiency with various library technologies, print and electronic resources, and a variety of computer software programs.
- Experience working with Adobe Creative Suite is an asset
- Ability to work effectively outside traditional library settings
- Ability to work both independently and cooperatively
- A personal commitment to Intellectual Freedom and Diversity and Inclusion
- Must have a valid license and access to a vehicle to travel between library locations

Duties & Responsibilities

- Lead the provision library programming, including developing, planning and delivering programs at the library and throughout Parkland County
- Responsible for creating library promotional materials in accordance with Parkland County Libraries' Communications Plan.
- Responsible for engaging the community at various outreach events and leading the provision of outreach programming
- Responsible for developing community relationships with community residents and service providers

Curious and want to know more? Please visit our website at www.pclibraries.ca

Employment Terms:

This is a temporary, full-time 35hr/week position for 1 year. Mainly Monday-Friday shifts, but also involves working a variety of shifts including some evenings and weekends.

Salary and Benefits:

Salary range is \$53,795 - \$66,127 with benefits, paid on a bi-weekly basis.

Application:

Interested candidates should submit a cover letter, resume, and three references via email to Kathy Gardiner, Library Director kgardiner@pclibraries.ca

Closing Date:

January 2, 2019 or until a suitable candidate is found

Please Note: Only applicants selected for an interview will be contacted. If you are the chosen candidate, a security clearance check will be required.