

Kent County Public Library

EMPLOYMENT OPPORTUNITY

JOB TITLE:	Library Assistant/Associate - Youth Services
FLSA CLASSIFICATION:	Non Exempt
SUPERVISED BY:	Director of Youth Services
HOURS OF DUTY:	37.5 hours per week As scheduled, with Saturday and evening hours as needed, including youth programs and outreach events.
SALARY & BENEFITS:	\$15-\$18 per hour (dependent on qualifications and experience) Comprehensive benefits package includes: health insurance with 100% premium coverage after 6 month probationary period; paid annual, sick, and personal leave; participation in state pension system; educational assistance for qualified programs; paid staff development opportunities.
GENERAL SUMMARY:	Assists with all aspects of activities related to the youth services department, including: programming; collection development; school and other youth outreach. Regularly provides onsite and offsite storytime programs. Assists with teen programming.
QUALIFICATIONS:	<p><u>For Assistant Payscale:</u> 2 years coursework beyond high school diploma in early childhood, education, or related field required; Associate's degree in relevant field preferred. Prior completion of or ability to enter the Maryland Library Associate Training Institute's Expanded Early Start Program within 6 months of hire.</p> <p><u>For Associate Payscale:</u> Bachelor's degree required; Bachelor's degree in library science, education, early childhood, or related field preferred Maryland Library Associate Training Institute (LATI) certification or ability to enter the LATI program within 6 months of hire; commitment to acquiring required CEUs for LATI recertification every 5 years</p>

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General Position Qualifications:

Customer service experience required; library experience preferred. 1 year experience working with children and/or teens required; 3 years experience preferred.

SUBMISSION:

Please submit 1) KCPL application, 2) cover letter, and 3) resume. Submissions may be made by email, postal mail, or hand-delivery.

Attention: Executive Director Arnessa Dowell
adowell@kentlib.org

DEADLINE:

Applications accepted until position is filled. Applications will be reviewed every two weeks starting March 15, 2024.