

The Cedar Grove Public Library is seeking a creative, independent thinker who wants to explore the possibilities and potential of working in a small, supportive, well-loved and funded Youth Services Department.

Job Duties:

- Develops and runs innovative and exciting programs for children of all ages
- Assists patrons in the Youth Services Department
- Performs Circulation duties as needed
- Assists with weeding and collection development
- Assists in decorating and maintaining the appearance of the Youth Services Department
- Assertively promotes the programs and services of the library to gain new patrons
- Performs other tasks as assigned

Qualifications:

- High school graduate or equivalent
- Ability to relate well to children and adults
- Experience working with children; previous library or educational experience preferred
- Working knowledge of children's literature
- Creativity for crafts, designs and displays
- Computer knowledge and proficiency
- Strong organizational skills
- Flexibility to work on a variety of tasks
- Sales/Marketing experience a plus

Compensation: \$18 per hour

Hours: 21 hrs/week + 1 Saturday/month; hours are flexible, but must include Monday, Tuesday and Thursday evenings.

Applications will be accepted until the position is filled.

Please email cover letter, resume and any questions to:

Natalie Cheetham, Youth Services Librarian
cheetham@palsplus.org

Only candidates of interest will be contacted.