



Chappaqua Public Library
195 South Greeley Avenue
Chappaqua, NY 10514

(914) 238-4779
chappaqualibrary.org

Part-time Children's Librarian I

The Chappaqua Library is seeking a part-time children's librarian to join our Children's Services team. The position requires up to 17 hours per week, including Monday afternoons and Thursday mornings, with at least two weekend days per month (both Saturdays and Sundays) and rotating evening hours as assigned by the department head. The successful candidate must be reachable via Westchester Civil Service rules.

Responsibilities in the room include:

- provide reference and reader's advisory services to children and adults
- maintain familiarity with juvenile materials for ages birth to 12
- plan and conduct storytimes (no recorded music) and other programs for various ages
- produce videos for social media and library website
- direct and maintain the children's tablet (devices and apps) collection
- plan and prepare programs and materials for Summer Reading
- select materials, including books and digital materials
- create displays, bibliographies and book bundles
- provide outreach and support to local schools and groups
- seek out professional development and maintain relevant competencies to serve ages birth through 12
- collaborate with other departments on programming and library-wide initiatives
- undertake other responsibilities as appropriate

The salary for this position is \$32.21/hour. To apply for this position, please send a cover letter and resume to jdaddio@chappaqualibrary.org.