OSITIONS AVAILABLE:
Hourly/Substitute Librarian

The North Castle Public Library has Hourly/Substitute Librarian positions open.

Duties include:

✓ Providing reference and readers’ advisory services to library users;
✓ Instructing public on the effective use of library resources, including online resources;
✓ Assisting in collection development, including selection and weeding of library materials;
✓ Performing on-line searches of computer databases;
✓ Assisting with or leading library programs, including book talks, multimedia programs, story times and other public programs as needed;
✓ Other duties as assigned.

Position requirements:

✓ Master’s Degree in Library Science or Library and Information Science;
✓ Possession of a current New York State Public Librarian’s Professional Certificate;
✓ Working knowledge of modern principles and practices of library science;
✓ Working knowledge of on-line database systems and bibliographical tools;
✓ Ability to understand and follow oral and written instructions;
✓ Ability to work as part of a team;
✓ Courtesy and professionalism while interacting with staff and public.

Rate of pay: $23-26 per hour.

Deadline: Preference will be given to applicants who respond by January 10, 2024; no phone calls will be accepted.

Please email resume and cover letter to Kathryn Feeley, Director, kfeeley@wlsmail.org

The North Castle Public Library is an Equal Opportunity Employer.

19 Whippoorwill Road East
Armonk, NY 10504

10 Clove Road
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northcastleglibrary.org