

**EASTTOWN LIBRARY & INFORMATION CENTER  
720 FIRST AVENUE, BERWYN, PA 19312  
www.easttownlibrary.org**

**Youth Services Librarian**

**Summary of Job:** The Youth Services Librarian will provide library services to the youth and teens of the community. Primary responsibilities will include programming, readers' advisory, building relationships, and reference services for children between the ages of newborn to 18 years old and their caregivers. Periodically this position will have Person In Charge (PIC) responsibilities, which will require oversight of the entire library and reference desk coverage.

**Required Experience:**

- ◆ At least one year of experience working with youth in a school or public library setting.
- ◆ M.L.S. from an ALA-accredited library school **required**.

**Job Duties:**

**General**

- ◆ Provide ongoing customer assistance in Youth Services.
- ◆ Collaborate with the Youth Services team on programming and department projects.
- ◆ Occasionally serve as the senior staff member responsible for opening and/or closing the library and addressing any issues that arise during the shift.

**Programming**

- ◆ Plan and implement programs.
- ◆ Stay current with emerging technologies and how they relate to trends in youth programming (e.g. coding, Minecraft, STEAM).
- ◆ Collaborate with Youth Services team to develop programs, including the Summer Reading initiative.

**Reader's Advisory/Collection Development**

- ◆ Stay current with children's and young adult literature by reading books and monthly review journals.
- ◆ Maintain assigned area(s) of the youth collection, including selecting materials and weeding.

**Desired Skills, Knowledge and Experience:**

- ◆ Experience implementing programs for youth.
- ◆ Experience with diverse populations and community resources.
- ◆ Knowledge of current educational theory and practices for infancy through high school.
- ◆ Knowledge of childhood physical and emotional development.
- ◆ Experience or coursework in collection development.
- ◆ Exceptional customer service skills.
- ◆ Familiar with eReaders and mobile devices to assist customers with downloading e-materials.
- ◆ Knowledge of Innovative Interfaces Online Catalog.
- ◆ Knowledge of Microsoft Office programs.
- ◆ Experience with databases, online reference skills, social networking and cloud computing.

**While performing the duties of this position, the employee is frequently required to:**

- ◆ Move book carts weighing up to 125 lbs.
- ◆ Shelve books.
- ◆ Climb ladders, and lift and move furniture.
- ◆ Sit on the floor or remain standing for extended periods of time.

**Hours:** 35 hours per week, including occasional evenings and weekends. Available immediately.

**Starting Wage:** \$40,000 plus benefits

Easttown Library & Information Center is an Equal Opportunity Employer and complies with the American with Disabilities Act (ADA). All library positions require a PA state criminal background check, PA Child Abuse History Clearance and a FBI fingerprint based federal criminal history background check.

Please send cover letter and resume via email to:

Amy Abella, Head of Youth Services  
Easttown Library & Information Center  
[youthservices@easttownlibrary.org](mailto:youthservices@easttownlibrary.org)