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is an Equal Opportunity Employer
and Complies with the
American with Disabilities Act (ADA)**

**CHESTER COUNTY LIBRARY
& DISTRICT CENTER
AND HENRIETTA HANKIN BRANCH**



Requisition# 00958
Title PT Librarian - Reference
Department Chester County Library
Location 450 Exton Square Parkway, Exton, PA

The Chester County Library, Exton, PA is seeking a PT reference librarian dedicated to serving our customers with enthusiasm, professionalism and an eye to the future.

Responsibilities: to provide direct reference services and readers' advisory to the public and to member libraries using various communication formats: face to face, telephone, e-mail, texting and chat. The librarian will also provide research help to customers both on and off the desk, participate in community outreach, work on special projects, and be a contributing member of the Reference Department in planning and implementing reference services. Continuing education is required and is provided by or through the Chester County Library.

An ALA accredited M.L.S. degree is strongly preferred, M.L.S. candidates with appropriate coursework would be considered. Candidates should have broad-based reference experience, knowledge of online and electronic resources, including Internet, downloadable content, and familiarity with e-readers, mobile devices and tablets. Good verbal and written communication skills, ability to handle stressful and sometimes ambiguous situations, and a demonstrated commitment to public service are essential.

All library positions require the following criminal background and child abuse clearances: Report of criminal history from the Pennsylvania State Police (PSP); Child Abuse History Clearance from the Department of Human Services (Child Abuse); and Fingerprint based federal criminal history submitted through the Pennsylvania State Police or its authorized agent (FBI).

Position Type: Part-Time / Exempt

Salary Information: \$18.00 hour.

Shift: Up to 15 hours per week, including one weekend every 4 weeks on rotation (Sat. 9-5 and Sun. 1-5)

Weekly Hours: 10

Deadline: Applications will be accepted until position is filled.

Original posting date: 9/29/2021

To apply, contact County of Chester Human Resources:
Apply online at www.chesco.org; Job Inquiries: 610-344-6698