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Adult Services Librarian

Full-time position - 40 hours per week

Rocky River Public Library is seeking a full-time Adult Services Librarian, a reference position in an independent, medium-sized public library in suburban Cleveland, Ohio; approximately 21,000 population; budget about \$4.8 million.

Rocky River Public Library delivers excellent service to adults and teens with an extensive collection, electronic resources, programming, and outreach. The Adult Services department has daily interaction with patrons to provide readers advisory and reference services and plans. It delivers a range of programs in two meeting rooms, including a large auditorium that seats approx. 108.

Under general supervision, responsible for interpreting patron's requests for information and utilizing Library resources to meet their informational, educational, and recreational needs. Knowledge of Library technology and automation is essential. Strong organizational skills and the ability to work collaboratively with other staff are necessary. The schedule includes some evenings, Saturdays, and Sundays.

Master's of Library Science or Library Informational Sciences degree required. Two-three years of experience in a public library adult reference department environment is preferred. Desirable qualifications include experience in adult programming, collection development, acquisitions/ordering materials, library research databases, experience using e-devices, and broad knowledge of authors and genres. Candidates should be good listeners and communicators, present an upbeat attitude, and place top priority on customer service.

The pay range for this position is **\$17.54/hr. - \$26.31/hr.** Benefits include generous paid time off, Ohio Public Employee Retirement, medical, dental, vision, life insurance, and many opportunities for professional development.

The deadline to apply is: **until the position is filled.**

Send cover letter, resume, and completed employment application (email preferred) to:

jobs@rrpl.org

Sherry Shuster, HR Generalist
Rocky River Public Library
1600 Hampton Road
Rocky River, OH 44116

Employment applications are available at the circulation desk of the Library or online at: <https://rrpl.org/employment/>. No phone calls, please.

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