



# HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

Job Title: Youth Services Librarian

Immediate Supervisor: Head of Youth Services

Positions Supervised: None

FLSA Status: Non-Exempt

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## Position Summary:

Under the general supervision of the Head of Youth Services provides innovative youth service support, programs and outreach.

## Principal Responsibilities:

- Provides assistance and support at public service desks including reference and readers' advisory services.
- Participates in collection development including the selection and weeding of print and electronic children's and teen resources and media.
- Develops, promotes and executes new and innovative programs and outreach opportunities to promote literacy, both virtually and in-person.
- Keeps current with library trends and emerging technologies and recommends new initiatives to department head.
- Works collaboratively with library staff to provide the highest quality customer service.
- Assists with special projects as needed and performs other duties as assigned.

## Required Experience, Skills, Knowledge and Abilities:

- Possesses excellent interpersonal and communication skills.
- Possesses a strong working knowledge of youth literature as well as best practices, trends and developments related to youth services.



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- Understands and has the ability to work with children of all ages and abilities.
- Has strong organizational skills with the ability to set priorities and multitask.
- Demonstrates respect for diversity and inclusion of cultural values as well as Intellectual Freedom.
- Proficient in Microsoft Office Suite; knowledge of HTML and other web programming language is a plus; familiar with the Sirsi Unicorn Automation ILS; highly knowledgeable about library technology and emerging technologies.
- Flexibility in schedule with ability to work nights and weekends as required.

## Education and Experience:

- Master's Degree in Library/Information Science accredited by the American Library Association.
- Previous library experience preferred.