



**BALTIMORE COUNTY
PUBLIC LIBRARY**

JOB OPPORTUNITY

Librarian III – White Marsh Branch

At Baltimore County Public Library, staff members have the opportunity to enrich individual lives and build strong communities by delivering exceptional customer experiences, establishing meaningful partnerships, developing innovative learning environments, and creating gracious library spaces. We circulate over 11 million items and provide library services through our 19 branches, 4 mobile library vehicles, and a growing virtual online presence. If you are enthusiastic, self-motivated, and open to new ideas consider joining the Baltimore County Public Library team as a full-time **Librarian III**.

Key Responsibilities

- Assists customers in finding answers to a broad range of questions through use of print and on-line resources
- Guides customers in selecting appropriate materials for reading/viewing/listening either for personal pleasure or professional development
- Assists customers with technology related requests for service including e-reader devices
- Develops and maintains a portion of the Library's collection
- Plans and presents library-related programs and outreach services
- Leads teams within the branch and serves on system-wide teams and/or councils.
- As needed, serves as Librarian in Charge by handling customer complaints and resolving facilities issues
- Supports innovation by embracing change, being flexible and anticipating customers' needs
- Demonstrates initiative by being a self-starter, rethinking processes, and effectively solving problems
- Demonstrates a commitment to teamwork by being an effective communicator and engaging in respectful and productive work relationships
- Actively pursues continuous learning by participating in training opportunities and sharing knowledge in the workplace

Education/Experience Requirements

- Bachelor's degree from an accredited college. Successful completion of the Library Associates Training Institute (LATI) or an MLS from an ALA accredited school within two years of date of hire
- Knowledge of public library services and operations
- Knowledge of print, electronic and online information resources
- Ability to establish and maintain relationships with customers, community groups and co-workers of diverse backgrounds
- Ability to plan, organize and present a variety of activities and presentations
- Ability to demonstrate effective written and verbal communication skills
- Willingness and ability to travel throughout the system, work a variety of schedules that include evenings and weekends and accept system-wide transfers
- Must pass post offer criminal background check

We offer an excellent benefit package that includes: four weeks of vacation, sick and personal leave, subsidized health care coverage, pension eligibility, and other benefits. Annualized Salary: \$43,159 - \$57,811 commensurate with experience.

To apply:

Send an email to humres@bcpl.net and attach two documents: 1) a completed BCPL employment application which you can find on our website www.bcpl.jobs and 2) your cover letter and resume as one PDF document. Include your last name in the title of the documents. Clearly indicate the job title: **Librarian III-White Marsh** in the subject line of your email.

Documents must be received by: **June 27, 2017**

Vacancy #: **2017-092**