

Public Services Librarian
Marian J. Mohr Memorial Library
Town of Johnston, Rhode Island

Johnston is a mostly suburban community of 29,000, neighboring Rhode Island's largest cities to the east and rural communities to the west. There are beautiful parks and open spaces, and strong business development. The population has more than doubled since Mohr Library was established in 1960, and has grown slowly but steadily in recent years. It's a safe, family-friendly community. The town is centrally located and near freeways to make it close to all the state has to offer.

Mohr Library is housed in an eleven-year-old, two-story, 11,500 square-foot facility, centrally located to serve patrons from rural and urban areas, situated near a high school and a middle school. The Library is open 60 hours per week with a staff of six full-time and eight part-time employees.

The Public Service Librarian works mostly with adults and supports the development of the general collections of materials, provides reference and reader's advisory service to all ages, and helps to instruct patrons' use of technology.

The Public Services Librarian develops, coordinates and promotes programs to enhance computer literacy and to support the educational interests of adults.

Along with the Library Director, Children's Librarian and Young Adult Librarian, the Public Service Librarian is responsible to be in charge when necessary to ensure proper opening and closing of the library, and to respond to emergencies or immediate problems.

Additional Responsibilities:

- Instruct patrons in the use of the library.
- Assist in documentation of library procedures and systems related to circulation and reference.
- When necessary be available to the public in the teen and children's areas and at the circulation desk.
- Participate in cataloging and review of library materials records.

- Attend relevant conferences and meetings of library organizations when possible.
- Participate in other work as needed to ensure that library services are unimpeded.

Requirements:

- ALA-accredited Master's Degree in Library and Information Science.
- Working knowledge of print and online reference resources.
- Ability to foster a nonjudgmental, supportive environment for a diverse population of users through patience and effective communication.
- Demonstrates skill in reference interviewing and in reader's advisory.
- Ability to deliver exemplary customer service.
- Ability to work effectively as part of a team and with minimum supervision.
- Ability to work a flexible schedule including nights and weekends.

Desirable qualifications:

- Experience with instructing others on how to use digital technology.
- Experience in planning and conducting age-appropriate programming.

Benefits:

- Full-time position
- Generous paid time off
- Excellent Dental and Medical Insurance

- Life Insurance

- Retirement benefits

Salary \$20-22/hr

Open until filled.

Please submit a cover letter and resume either by email or mail to

Jon Anderson, Library Director
Marian J Mohr Memorial Library
1 Memorial Avenue
Johnston, RI 02919

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