Cresco Public Library has an exciting opportunity for a Children’s Librarian to join our team!

Under the direction of the Director, the Children’s Librarian serves to develop, implement, and evaluate library collections, services, programs and outreach activities. A Children’s Librarian performs professional library tasks that include reference, reader’s advisory, programming, and assisting customers in the use of technology.

**This is a part-time position, 20-29 hours, which works primarily during Monday – Friday and one Saturday a month from 8:45-12pm. Hours will include at least one evening with closing expectations.**

This position will begin in February to train alongside the current Children’s Librarian. Position open until filled.

**ESSENTIAL JOB DUTIES**

Regularly plans and implements weekly, bi-weekly, and monthly events for library users ages 0-12 years old and their caregivers.

Selects and catalogs materials for the children’s department.

Planning, conducting, and developing children’s story time, works with Young Adult Librarian and Director to plan Summer Reading Program, and other activities or programs for ages 12 and younger.

Responsible for maintaining the children’s area.

Regularly maintain connections with schools and daycare centers through outreach programs and events.

Performs regular circulation duties such as checking materials in/out, shelving materials, assisting patrons, etc.

Other duties as assigned.

**QUALIFICATIONS**

High school diploma required. Additional education and/or experience in library, education, or public service desirable.

Ability to work independently and in a team environment; evaluate effectiveness of current practices and recommend improvements; initiate, implement, and evaluate services and programs; be proactive in problem-solving and trouble-shooting; assess and prioritize multiple tasks, projects and deadlines; develop and teach curriculum; handle challenging situations and people; motivate change; develop effective working relationships in the library, City of Cresco, community, and profession; demonstrate professionalism and a positive attitude.

Strong technology and computer skills to navigate multiple programs and assist the public with technology.

Ability to lift up to 15 pounds; ability to drive to schools, daycare centers, or other off-site programming.

Benefits include IPERS retirement program.

Starting wage: $10-13 based on qualifications and experience.

A cover letter, resume, and a part-time City of Cresco job application found at the library or [www.cityofcresco.com/cityemploy.html](http://www.cityofcresco.com/cityemploy.html) can be submitted to Jordyn Moore, Director, 320 N Elm St, Cresco, IA 52136 or via email [jordyn@cresco.lib.ia.us](mailto:jordyn@cresco.lib.ia.us)

Please visit our web page for additional information: [www.cresco.lib.ia.us](http://www.cresco.lib.ia.us)

The City of Cresco is an Equal Opportunity Employer.