



Job Title: Young Adult Services Librarian
Department: Revere Public Library
Supervisor: Library Director, Board of Trustees
Location: 179 Beach St, Revere, MA 02151 (subject to change)
Hours: 15 hours per week for a total of 40 weeks.
Salary: \$23.63-\$26.18 salary range based on experience; this is a grant funded position.

DESCRIPTION:

The successful candidate will be able to professionally and administratively plan and manage all Young Adult-related services, with an emphasis on collection, development and programming. The initial goal is to host events 3 days a week focused on encouraging reading and library use.

ESSENTIAL FUNCTIONS:

- Work under the general direction of the Library Director.
- Assume responsibility for providing direct services to our young adult patrons
- Create and participate in a network of contacts with the public, schools, other libraries, social service agencies, and the Youth Services Department to further accommodate the needs offered to our young adult patrons.

Examples of Responsibilities

- Plans, organizes and conducts a wide variety of programs and activities to encourage reading and the ongoing use of library facilities and services by middle school and high school students.
- Creates collection development and acquisition policies in support of Young Adult Services with a focus on diversity and inclusion.
- Evaluates the collection on a regular basis, discarding outdated materials and updating as needed.
- Provides reader advisory services appropriate to young adults and assists in the use of all the library's resources for schoolwork, recreation, and other needs.
- Performs general reference work.
- Supervises the Young Adult room
- Working with the Outreach Librarian, publicizes the Library's Young Adult services through newspapers, posters, etc.

QUALIFICATIONS

- Master's Degree in Library & Information Science from an ALA-accredited college or university, plus 3 years of public professional library experience working directly with a young adult population
- Able to recognize and set priorities, use initiative and independent judgment, and know when to seek the advice of others.
- Able to identify and translate young adult needs and interests into effective library services and programs.
- Knowledge of developmental, recreational, and educational needs of young adults
- Knowledge of current trends in library services for young adults
- Must be available to work evenings and weekends (schedule is open to discussion)
- Ability to communicate effectively with others, orally and in writing including through email
- Able to establish and maintain effective working relationships with co-workers, patrons, community organizations, and other stakeholders.
- Commitment to continuous learning and staying current with emerging technologies, including digital media.
- Preferred multi-lingual

PHYSICAL ENVIRONMENT:

The work environment is in inside the library. Position requires standing/walking and stooping in the performance of daily activities. Also, the ability to lift to 20 pounds occasionally is also required.

DISCLAIMER

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of the person so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time as needed.

The City of Revere is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability or protected veteran status, or any other legally protected basis, in accordance with applicable law.

The applications must be submitted via the City's [Online Application Portal](#). Please submit a resume, cover letter and salary requirements with your application. If you have any questions, feel free to contact us at: jobs@revere.org.

