
TEEN SERVICES LIBRARIAN 1

The Cape May County Library (CMCL) is looking for a dynamic, motivated, and team-oriented Teen Services Librarian. CMCL supports a diverse community of just under 100,000 year-round residents through eight branches and a bookmobile. The County has a large influx of summer visitors, who use and love the library as part of their beach vacation experience. CMCL is looking for a candidate that is able to adapt to rapidly changing circumstances and deliver programs and services both virtually and in-person. The successful candidate will be creative and positive in finding a way to bring programming, services, and materials to the teen population in Cape May County and create meaningful partnerships with local schools and organizations to help support the county's teen population.

This full-time position works 35 hours per week and is based at the Cape May Court House location. The schedule includes one night a week and one weekend per month (including Saturday and Sunday hours) covering the Children's Desk. This position also requires travel to other library locations and local schools/ community partners.

Duties and Responsibilities

- Plan, implement and evaluate library programs and services for teens.
- Maintain the library system's Teen collections, including selection, evaluation, and weeding.
- Regularly assess community needs to create tailored services and programs.
- Maintain and supervise the Court House Library Teen Space.
- Create engaging displays and promotional materials for the collection, programs, and services
- Advocate for teens to patrons and library staff.
- Collaborate with other departments in providing services and outreach.
- Establish and maintain effective working relationships with co-workers, patrons, user groups, community organizations, and volunteer groups.
- Provide prompt, courteous and direct assistance to all patrons.
- Instruct teens and caregivers in information gathering, research skills, and digital literacy.
- Develop and maintain effective relationships with schools, community groups, agencies, and non-profits that support youth.
- Promote the value of public libraries, including the importance of serving teens.
- Attend and participate in staff meeting discussions, including staff committees.
- Assist in maintaining the library's social media platforms and Teen website.
- Attend and participate in professional development opportunities outside the library system.

Knowledge/ Skills

- Cultural competence skills
- Excellent customer service skills
- Work harmoniously with patrons and coworkers
- Excellent communication skills both verbal and written

- Knowledge of developmental, recreational and educational needs of teens.
- Knowledge and appreciation of literature for teens, including current teen reading interests.
- Knowledge of current trends in library services for and with teens.
- Knowledge of standard library procedures, current information technology, Internet and database search capabilities.
- Knowledge of best practices in teen services, including guidelines and standards published by ALA, YALSA and other recognized organizations.
- Knowledge of best practices in community assessment and engagement.

Abilities

- Lift and carry bags or boxes weighing up to 40 pounds.
- Drive a car and hold a valid New Jersey driver's license.
- Identify and translate teen needs and interests into effective services and programs.
- Recognize and set priorities, and use initiative and independent judgment in a variety of situations.
- Speak to and maintain control of large groups of people.
- Learn and stay current with emerging technology, including digital media.
- Tech-savvy and able to adapt to and learn new technologies, including teaching others how to use those technologies
- Work afternoons, evenings, and weekends as needed for serving the teen population

Education/ Qualifications

- Master's degree in Library Science from an ALA-accredited program required
- Have or be eligible for a New Jersey State Professional Librarian Certificate
- Candidates currently completing their final semester in library school will be considered
- New Jersey state residency required per N.J.S.A. 52:14-7 (L. 2011, Chapter 70)

Benefits

- 35 hours per week
- Health benefits, including dental, prescription and optical
- New Jersey pension
- 12 vacation days per year (increasing with years worked), 15 sick days per year, 3 personal days per year
- This position currently includes a rotating night and weekend at the Children's Desk.

To Apply

- Please submit a resume, cover letter, and three professional references to Natalie Niziolek, Assistant Director, at natalien@cmclibrary.org by June 14, 2022.