
CHILDREN'S LIBRARIAN, OUTREACH

The Cape May County Library is looking for a team-oriented, enthusiastic, and outgoing Librarian to join the Children's team. This position will coordinate outreach efforts across the library system and directly provide outreach and programming at the Cape May Court House, Cape May City, and Woodbine locations.

This position is based at the Cape May Court House location and includes one night a week and one weekend per month (including Saturday and Sunday hours). This position also requires travel to other library locations and local schools/ community partners.

Duties and Responsibilities

- Perform weekly programming for ages 0-12, including storytimes, craft programs, and STEAM activities
- Develop and maintain effective relationships with schools, community groups, agencies, and non-profits that support youth
- Coordinate outreach activities and relationships throughout the Cape May County Library system, including annual school visits and library card drives
- Collaborate with other departments in providing services and outreach
- Manage chapter book, graphic novel, audiovisual and Launchpad collections at all branches, by selecting and weeding materials
- Manage Children's databases
- Provide prompt, courteous, and direct assistance to all patrons
- Attend and participate in staff meeting discussions, including staff committees
- Assist in maintaining the library's social media platforms and website
- Attend and participate in professional development opportunities outside the library system

Knowledge/ Skills

- Cultural competence skills
- Excellent customer service skills
- Ability to work harmoniously with patrons and coworkers
- Remain impartial and non-judgmental in handling users' queries
- Excellent communication skills both with supervisors and with patrons
- Knowledge of the theories, objectives, principles, and techniques of librarianship, and how to apply those to serving children
- Knowledge of children's literature, audiovisual resources, and reference sources
- Knowledge of children's development, and demonstrates the ability to adjust reader's advisory questions and programs to suit a wide range of abilities
- Ability to work independently, think critically, and problem-solve
- Identify the most appropriate resources for children, considering their ages, interests, and reading levels

- Knowledge of curriculum development in local schools
- Strong organizational skills, particularly in regard to program planning
- Prepares bibliographies and guides to children's resources

Abilities

- Lift and carry bags or boxes weighing up to 40 pounds.
- Drive a car and hold a valid New Jersey driver's license.
- Experience working with youth preferred

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 (increasing with years worked), 15 sick days, 3 personal days per year

To Apply

Please submit a resume, cover letter, and three professional references to Natalie Niziolek, Assistant Director, at natalien@cmclibrary.org by September 23, 2022.