



JOB POSTING

TITLE: Youth Services Librarian II

SALARY & BENEFITS: \$55,900 to \$61,500 (depending on qualifications); vacation, sick, and holiday time; health, vision, dental, life, short- and long-term disability insurance

STATUS: Full-time, 40 hours per week; work schedule includes some evenings and weekends

REPORTS TO: Head of Youth Services

ESSENTIAL DUTIES and RESPONSIBILITIES:

- Staff the Youth Reference Desk.
- Provide readers advisory and reference services primarily to youth (birth to 12 years)
- Instruct patrons in the use of library resources.
- Provide assistance in the use of library computer equipment and assist with troubleshooting.
- Participate in collection development and maintenance as assigned.
- Assist with planning and presenting youth programs on or off site.
- Assist with publicizing the library and its programs.
- Assist in representing the library on social media.
- Assist with website content and updating.
- Assist with reports and compiling statistics.
- Maintain interest and awareness of library developments appropriate to the position.
- Some additional tasks in support of programs, training, and collection development may be assigned.

REQUIRED QUALIFICATIONS:

- Master's Degree in Library Science/Information Technology from an American Library Association accredited graduate school
- Coursework and/or experience with children's literature and other media types
- Knowledge of library collection development tools, reference materials, research databases, and bibliographic sources
- Comfortable using and troubleshooting everyday technology such as computers, printers, smartphones, apps, and shared documents
- Demonstrated ability to:
 - Communicate effectively orally and in writing
 - Stimulate interest in the use of library sources and programs
 - Project an enthusiastic and positive image of the library
 - Set priorities in a changing environment and make decisions in a timely manner
 - Achieve and maintain cooperative and effective relations with staff and public
 - Work comfortably with all age groups

TO APPLY: Submit in a *single* document: completed Saline District Library employment application (available at salinelibrary.org/about/employment), letter of application, and resume to:

Dena Moscheck, Head of Youth Services at dena@salinelibrary.org

Please contact Dena via email or phone at 734-429-5450 with any questions.

Applications received by Monday, August 24, 2026 will receive first consideration.