Kitsap Regional Library seeks a dynamic and innovative full-time Youth Selector Librarian to serve in our Collection Management Department at our Sylvan Way Branch location. The position requires that the candidate perform a variety of library services pertaining to the selection, development and maintenance of our system wide youth materials collections and budget. The candidate will work collaboratively with other Youth Services Librarians and is required to have knowledge of various social media platforms, current trends in library services and youth literature.

Kitsap County has received recognition on Money Magazine's list of "most livable places". Located on a peninsula across Puget Sound from Seattle, the area boasts a reasonable cost of living, as well as easy access both to the natural wonders of the Olympic Peninsula and the vibrant urban scene of Seattle. This area has a temperate climate and beautiful water and mountain views. Its strong school systems also make it a magnet for young families.

Our Sylvan Way location in Bremerton is the system's largest library and home to our administrative center. The City of Bremerton is rich in naval history, home of the county's largest employer, the Puget Sound Naval Shipyard, and a redeveloping downtown district that features art galleries and boutique businesses. The Sylvan Way Library houses a collection of more than 153,000 items and serves a diverse population of more than 39,000.

GENERAL DESCRIPTION

Under limited supervision, performs a variety of professional library services pertaining to the selection, development and maintenance of KRL's youth materials collections and budget. This position leads and supports the Library's mission, vision and values. Work is performed with significant opportunities for exercising independent judgment and initiative.

ESSENTIAL FUNCTIONS

Any of the following duties may be performed. These examples are representative and do not include all specific tasks an incumbent may be expected to perform:

DUTIES:

- Selects, orders and manages a significant portion of the youth materials budget, as assigned, consistent with KRL policies, procedures and established guidelines.
- Works with branch and service center staff on evaluating collections for weeding, replacements and reallocations as necessary.
- Responsible for review and implementation of the Collection Development policy.
- Performs reference and readers' advisory services, in person, and through a variety of media.
- Establishes liaisons with various organizations within the community through partnerships, presentations and embedded librarianship in order to promote library services.
• Works with branch and service center staff on how to develop spaces and organizational systems that improve patron experiences with the collection.
• Presents classes and events for youth audiences that educate, inform and inspire. Collaborates with Public Relations staff in the development of marketing materials for promotion of library materials, programs and services.
• Assists the Digital Branch Manager in developing and maintaining content for social media platforms such as the Library catalog, Library blog and social media.
• Keeps current with library trends and emerging technologies by attending conferences and participating in professional organizations and committees.
• May design, develop and deliver training to staff.
• May deliver professional presentations to a variety of audiences.
• May assist in the preparation of grant applications or other funding requests.
• May author professional articles for publication.
• Develops and maintains effective working relationships with vendors.
• May have department responsibility, as assigned, in the absence of the department manager.
• Performs additional duties as assigned including serving on task forces, committees, etc.

KNOWLEDGE, SKILLS AND ABILITIES:

• Ability to maintain regular and reliable attendance.
• Knowledge of program management; ability to plan, organize, direct and administer a major library service program or collection.
• Ability to establish and maintain effective working relationships with co-workers, patrons, user groups, community organizations, volunteer groups and to serve the public courteously.
• Ability to recognize and set priorities, and to use initiative and independent judgment in a variety of situations.
• Ability to learn and stay current with emerging technology, including digital media.
• Ability to operate standard office equipment, perform required data entry proficiently and utilize computer software and specialized programs.
• Ability to communicate effectively verbally and in writing and to demonstrate professional level public speaking skills.
• Ability to work a varied schedule including evenings and weekends.

PHYSICAL REQUIREMENTS: The physical demands described here are representative of those that must be met by a staff member to perform the essential functions of this job successfully. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the incumbent is required to:

• (CONTINUOUS) seeing, talking, hearing and manual dexterity.
• (FREQUENT) sitting for long periods of time, walking, standing, grasping, keyboarding and repetitive motion of hands/wrists.
• (OCCASIONAL) kneeling, stooping, reaching, bending, crouching, twisting and squatting.
• Requires the ability to lift, push, pull and carrying objects weighing up to 10 pounds and, occasionally, up to 25 pounds. Work is mainly performed indoors under office-type conditions. Certain librarian positions may be required to operate an automobile.

LIBRARY EXPECTATIONS

Listed below are expectations of all library employees:

1. Excellent customer service for patrons and co-workers.
2. Knowledge and support of KRL's principles of intellectual freedom.
3. Knowledge and support of KRL's policies and procedures.
4. Ability to work effectively within a team.
5. Ability to adapt to rapidly changing information, technology, work procedures and library services.
6. Ability to maintain confidentiality in dealing with patron and/or employee records.

SCHEDULE

Current schedule will be determined by supervisor upon hire. This is a full-time exempt position; 40 hours per week. Please note that schedules are subject to change to meet the needs of the library.

QUALIFICATIONS AND EXPERIENCE

Master of Library Science Degree from an American Library Association accredited school and Washington State certification as a librarian or ability to obtain an MLS degree within three months of employment start date.

Must have or be able to obtain a Washington State driver's license.

NOTE: This position is represented by the Washington Public Employees Association / WPEA Local 365

*A resume and cover letter are required for all positions and may be uploaded or copy/pasted and submitted with your application.

BENEFITS & SALARY

KRL has a generous Employee Leave Benefit Program, including vacation, sick leave, 11 paid or pro-rated holidays annually and 1 personal holiday. KRL also provides medical, vision, dental, life insurance and Employee Assistance Program participation to qualifying employees. KRL is a member of the Washington Public Employees Retirement System (PERS).

Compensation range is $21.80 to $29.25 per hour.
APPLICATION INSTRUCTIONS

To apply for this position and future positions, please visit our website at www.krl.org and select "Jobs at KRL" located at the bottom of the page. This position will remain open until Wednesday, November 12, 2014.

Should you need an accommodation and/or assistance with the application process please e-mail jobs@krl.org.