

Orange Beach Public Library

Job Description

**Title:** **Children's Librarian**

Classification: Librarian II (\$43,236-\$54,123)

Reports to: Director

Qualifications: MLS/MLIS Degree  
Recent Experience as Children's Librarian in a Public or School Library or equivalent  
Computer Literacy  
Storytelling and Children's Crafts Experience  
Experience with Library Automated Systems

Desired: General Reference Experience  
Collection Development Experience  
Children's Programming Experience  
YA Programming Experience  
Experience with Summer Reading programs and outreach

Duties: Reference / Homework Help Children and Young Adults  
Assists with databases and computer-based learning  
Selection and Ordering of Children's Materials  
Manages the Children's Department Materials Budget  
Children's Programming (Special Programs, Poetry Contests, Summer Reading and Story Times)  
Secondary Circulation Desk Duties  
Children's and Young Adult Reader's Advisory Duties  
Supervision and Training of Volunteers  
Outreach Programming  
Liaison with Local Schools  
Secondary Shelving of Children's and Young Adult Materials  
Secondary Processing of Children's and Young Adult Materials  
  
Other duties as may be assigned.  
Some nights and weekends required.