



EMPLOYMENT OPPORTUNITY

Manager, Reference Services Department (full-time)

The Barberton Public Library is seeking an innovative, motivated and committed supervising librarian to lead the Reference Services department. Building and maintaining a strong library presence in the community is key to success in this position.

Responsibilities: Manages all aspects of Reference Services including interviewing, scheduling, evaluating and training of departmental staff (four direct reports); oversees the development and maintenance of a well-balanced teen and adult collection for the main library and one branch; manages the planning and implementation of teen and adult programming and outreach and homebound services; stays current with public library trends and implements new services and resources as determined by the Director. The position is full-time, regularly scheduled 35 hours per week and includes evenings and weekends.

Qualifications: Proven aptitude in library science including a comprehensive knowledge of reference resources for teens and adults, reader interest levels, books and authors; ability to assess community interests and needs and develop programs and services accordingly; demonstrated ability to direct the work of others; ability to work in a collaborative, team-oriented environment; excellent customer service skills; professional writing and presentation skills and sound professional judgement. Master's Degree in Library Science from an ALA-accredited university is required. A minimum of four years of professional librarian experience, preferably in a public library is required. Possession of a valid Ohio driver's license; must maintain a good driving record and insurable driving status at all times.

The Barberton Public Library offers excellent benefits including vacation and sick leave, 11 paid holidays, Ohio Public Employees Retirement, health and life insurance, and OLC membership. We support continuing education for all staff members.

Starting salary: \$16.56 - \$24.18 per hour / 35 hours per week depending on qualifications and experience.

The position is open until filled. Initial review of applicants will begin January 17, 2022. Please submit resume, cover letter, and contact information for three professional references via email to:

Ann Hutchison, Library Director
director@barbertonlibrary.org