LANCASTER PUBLIC LIBRARY

COLLECTION DEVELOPMENT LIBRARIAN
(Full-Time, Non-Exempt)
February 2018

JOB SUMMARY: The Lancaster Public Library seeks a highly committed, dynamic professional to serve as the Collection Development Librarian.

The Collection Development Librarian is responsible for the selection, purchase, and maintenance of all library materials in all formats and for all age groups that are current and relevant at the Lancaster Public Library's three branches. This individual will manage collection expenditures to ensure they do not exceed budget and demonstrate a high degree of personal responsibility. In addition, must be able to work effectively with other departments within the organization. Excellent organizational skills are essential, as is the ability to multi-task. The ability to work evening and weekend hours as well as provide on-location support at all library branch locations is required.

QUALIFICATIONS: Master's degree in Library Science from an ALA accredited school AND a minimum of two (2) years of experience as a professional librarian with collection development responsibilities. Must be committed to excellence in the provision of library service.

COMPENSATION: Hourly wage: $16-$20 (commensurate with experience)

A criminal record check, child abuse clearance, and FBI certification are required for all library employees.

The above job description is not intended as, nor should be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job.

For more information about Lancaster Public Library visit our website at www.lancasterpubliclibrary.org.

REVIEW OF APPLICATIONS: Lancaster Public Library is an Equal Opportunity Employer. Please submit cover letter, resume, and three references to:
Lancaster Public Library
125 N. Duke Street
Lancaster, PA 17602
Attention: Kathy Leader
Fax: (717) 394-3083
Email: kleader@lancasterpubliclibrary.org