



Belvedere Tiburon Library

ADULT SERVICES LIBRARIAN

ABOUT THE POSITION

The Adult Services Librarian will play a key role in the development, administration, and delivery of customer-focused library services. This position will plan and implement a variety of reading, educational, and cultural programs that encourage personal growth and exploration and foster community relations. This is a new and much-needed position for the Library.

SALARY AND BENEFITS

\$6,465 to \$7,961/month DOE

Full-Time 37.5 hours per week

Excellent benefits package including:

- CalPERS retirement 2% @55 formula for classic CalPERS members; 2% @62 for new members
- Generous cafeteria plan with prorated allowance for medical, dental, and life insurance
- Vacation, sick leave, and floating holidays
- Professional development stipend

APPLICATION INSTRUCTIONS

Submit your completed application form, cover letter, and résumé by **July 29, 2022 at 5:00 pm**. All application materials must be submitted by email to jobs@beltiblibrary.org with the subject: Adult Services Librarian.

This position is open until filled. Initial review of applications will begin July 30 with the first round of interviews taking place in early August. Questions may be submitted by email or phone to Kristin Johnson, Administrative Services Manager at 415.789.2665 or kjohnson@beltiblibrary.org.

ABOUT THE LIBRARY

The Belvedere Tiburon Library is an independent community library serving the City of Belvedere and the Town of Tiburon. The Library is located just north of San Francisco in Marin County, California. It is accessible by ferry from downtown San Francisco, as well as by car from Highway 101. The Library is nearing completion of a renovation, extending the space by 9,000 sq. ft. and includes a new teen library, art gallery, makerspace, digital lab, and meeting rooms. The Library is under new leadership who values high-quality customer service, innovative programming, and fostering a collaborative team environment.

THE IDEAL CANDIDATE

The ideal candidate will have the passion and ability to work with adults of all ages. This person should have an understanding of different learning styles, effective teaching principles, and outcomes measurement. The candidate should have experience developing innovative programs and implementing new services, including managing staff and volunteers. This person should be outgoing, adaptable, creative, and passionate about serving the community.