COMMUNITY ENGAGEMENT LIBRARIAN

ABOUT THE POSITION

The Community Engagement Librarian will help build connections, develop partnerships with community leaders and organizations, and promote library programs, resources, and services to create awareness and engagement with the library. This position will develop and execute outreach strategies and oversee content development for the library's website, newsletters, and social media platforms. 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: Community Engagement 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 excellent and effective communication and marketing skills. They must be tech-savvy, an expert with social media platforms, and up to date on trends. The ideal candidate isn't afraid to be in front of the camera or try out of the box ideas. They should enjoy graphic design, video editing, and understand the principles of user interface design. The candidate should be outgoing, adaptable, creative, and passionate about telling the library's story.