



Belvedere
Tiburon
Library

LIBRARY SPECIALIST FOR TEEN SERVICES

Part-Time

Job Announcement

ABOUT THE POSITION

The Library Specialist (LS) for Teen Services will play a key role in implementing and delivering equitable teen-focused programs and services and advocating for youth ages 12-18. This position will work closely with the Teen Librarian to staff the new Teen Library and creative “Workshop” space.

SALARY AND BENEFITS

\$32.26 per hour

Part-Time up to 19 hours per week

Benefits include:

- Sick time up to 30 hours annually
- Dedicated professional development funds

APPLICATION INSTRUCTIONS

Submit your completed application and résumé by **September 5, 2022 at 5:00 pm**. All application materials must be submitted by email to jobs@beltiblibrary.org with the subject: Library Specialist for Technology.

This position is open until filled. Initial review of applications will begin September 6, with the first round of interviews in mid-September. 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 and 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 be excited to work with youths ages 12-18, be informed about current and relevant trends and topics in youth culture and library services, and be able to use excellent interpersonal skills and creative thinking to respond to patron and staff needs. Good communication, time management, and organizational skills are essential, including the ability to learn new skills. The ideal candidate will be enthusiastic, demonstrate empathy, and have a friendly demeanor and good sense of humor.