

2019 INALJ Jobs

Naomi House

James Adams, Content Managing Editor

Aisha Conner-Gaten, Content Editor- Submissions Formatter

4.30.2019

Issue 82 (includes all of 81)

Sponsored jobs *USA jobs *Canada jobs *International jobs

SPONSORED

[MLK Labs Manager](#) / The Labs at DC Public Library / Washington, DC

[Manager, Accessibility Center](#) / DC Public Library, The Center for Accessibility / Washington, DC

[Adult Literacy Administrator](#) / Pueblo City-County Library District / Pueblo, CO / Apply by **5/8**

[Branch Librarian \(Heritage Branch\)](#) / Yuma County / Yuma, AZ

[Technology Engagement Librarian](#) / Berkshire Athenaeum (Pittsfield's Public Library) / Pittsfield, MA / Apply by **5/20**

[Librarian III / Business, Workforce, Grants Specialist](#) / Toledo Lucas County Public Library (TLCPL) / Toledo, OH / External applicant posting deadline **5/10**

[Supervisor Studio Lab](#) / Toledo Lucas County Public Library (TLCPL) / Toledo, OH / External applicant posting deadline **5/10**

[Assistant Manager / Librarian IV](#) / Toledo Lucas County Public Library (TLCPL) / Toledo, OH / External applicant posting deadline **5/10**

[Manager / Librarian V / VI – Computers and Media](#) / Toledo Lucas County Public Library (TLCPL) / Toledo, OH / External applicant posting deadline **5/10**

[Librarian I or II / Children's Services](#) / Toledo Lucas County Public Library (TLCPL) / Toledo, OH / External applicant posting deadline **5/10**

[Librarian I or II / Youth Services](#) / Toledo Lucas County Public Library (TLCPL) / Toledo, OH / External applicant posting deadline **5/10**

[Branch Manager](#) / Conshohocken Free Library, Branch of Montgomery County-Norristown Public Library / Conshohocken, PA

USA

USA – Virtual Work

to find more sites to job hunt at in the virtual sphere check out [INALJ Telework –Virtual home page](#):

Alabama

to find more sites to job hunt at in AL check out [INALJ Alabama home page](#):

Alaska

to find more sites to job hunt at in AK check out [INALJ Alaska home page](#):

Arizona

to find more sites to job hunt at in AZ check out [INALJ Arizona home page](#):

Sponsored

[Branch Librarian \(Heritage Branch\)](#) / Yuma County / Yuma, AZ

Other jobs

Arkansas

to find more sites to job hunt at in AR check out [INALJ Arkansas home page](#):

California

to find more sites to job hunt at in CA check out [INALJ California home page](#):

Colorado

to find more sites to job hunt at in CO check out [INALJ Colorado home page](#):

Sponsored

[Adult Literacy Administrator](#) / Pueblo City-County Library District / Pueblo, CO / Apply by **5/8**

Other jobs

Connecticut

to find more sites to job hunt at in CT check out [INALJ Connecticut home page](#):

DC (Washington, DC)

to find more sites to job hunt at in DC check out [INALJ DC home page](#):

Sponsored

[MLK Labs Manager](#) / The Labs at DC Public Library / Washington, DC

[Manager, Accessibility Center](#) / DC Public Library, The Center for Accessibility / Washington, DC

Delaware

to find more sites to job hunt at in DE check out [INALJ Delaware home page](#):

Florida

to find more sites to job hunt at in FL check out [INALJ Florida home page](#):

[Assistant Law Librarian - Part Time](#) / Everlove & Associates / Fort Pierce, FL

[Associate Librarian](#)/ Mandel Public Library of West Palm Beach/ West Palm Beach, FL/ Apply by **5/10**
[Cataloging and Metadata Management Librarian](#)/ University of Miami/ Coral Gables, FL
[Collections Care](#)/ Vizcaya Museum and Gardens/ Miami, FL
[Copy Cataloger/ Library Assistant III](#)/ University of Florida/ Gainesville, FL/ Apply by **5/22**
[Dean, Online Campus](#)/E-Learning/ Broward College/ Davie, FL
[Librarian](#)/ Escambia County Government/ Pensacola, FL/ Apply by **5/6**
[Librarian I](#)/ City of St. Petersburg/ St. Petersburg, FL
[Librarian Associate Professor](#)/ University of Miami/ Coral Gables, FL
[Library Assistant II: Circulation and Interlibrary Loan](#)/ Jacksonville University/ Jacksonville, FL
[Library Director](#)/ Tavares Public Library / Tavares, FL
[Library Specialist](#)/ University of South Florida/ Tampa, FL
[Media Specialist](#)/ Broward County Public Schools/ Fort Lauderdale, FL
[Youth Services Librarian](#)/ Oakland Park Library/ Oakland Park. FL

Georgia

to find more sites to job hunt at in GA check out [INALJ Georgia home page](#):

Hawaii

to find more sites to job hunt at in HI check out [INALJ Hawaii home page](#):

Idaho

to find more sites to job hunt at in ID check out [INALJ Idaho home page](#):

Illinois

to find more sites to job hunt at in IL check out [INALJ Illinois home page](#):

Library Assistant (25 hours per week) at the Library of the Health Sciences – Peoria, Apply by **5/2/**
University Library – Library Assistant (LHS) University Library The University of Illinois at Chicago is seeking a part-time Library Assistant to work at the Library of the Health Sciences at the Peoria campus. The Library Assistant will work 25 hours weekly, which includes 2-3 evening shifts. Job Summary The Library Assistant is an active team member of the Library of the Health Sciences-Peoria, responsible for contributing to Access Services (Circulation) and Interlibrary Loan and Document Delivery. The Library Assistant provides frontline customer services to students, staff, and faculty of the Colleges of Medicine and Nursing, to UIC affiliated users, and to members of the general public. The Library Assistant work hours includes two or three evening shifts per week. Essential Functions Circulation Assists patrons in person and on the phone. Answers circulation and ready reference questions. Refers to others if needed. Uses the automated circulation system to check in and check out materials. Uses daily reports to monitor and route overdue notices. Collects and reports on library usage

data for the department. Handles daily mail collection and distribution. Interlibrary Loan (ILL) and Document Delivery Receives and processes ILL and ILDS requests, including verifying requests using online database(s) and print resources. Sends materials in shipments and processes return shipments. Compiles statistics on ILL and document delivery activities.

General Facilities

Plans and assists with various special library events.

Maintains the physical order of the library collections and ensures equipment (printers, copiers) is available for use by patrons.

Performs other related duties and participates in special projects as assigned.

Minimum Qualifications High school graduation or equivalent.

Any combination totaling 1 year (12 months) from the following categories: work experience in a library or equivalent setting or general clerical or office/clerical related customer service experience. college course work in any field as measured by the following conversion table or its proportional equivalent.

30 semester hours equals six months 60 semester hours or an Associate's degree equals one year

Additional Qualifications

knowledge, skills, and abilities required in the lower levels of this series

applied knowledge of institutional policies and procedures

applied knowledge of pertinent functional practices and procedures

skill in communicating effectively with and working well with a diverse staff and user population

skill in performing effective customer service

skill in maintaining various paper and electronic files and records

skill in working accurately with detailed information

skill in effectively operating technical equipment used in a library

skill in using pertinent computer applications and performing accurate computer keyboarding

ability to train and supervise and to supervise the activities of other staff or student workers

ability to exercise appropriate judgment in decision making

ability to work with minimal supervision

The University of Illinois at Chicago is an Equal Opportunity, Affirmative Action employer. Minorities, women, veterans and individuals with disabilities are encouraged to apply. The University of Illinois may conduct background checks on all job candidates upon acceptance of a contingent offer. Background checks will be performed in compliance with the Fair Credit Reporting Act. To Apply:

To apply, e-mail Shannon Doerr at sdoerr@uic.edu for application instructions; Deadline 5/2/2019. A civil service exam for Library Assistant will be scheduled at the Peoria campus for candidates who meet the minimum qualifications.

Indiana

to find more sites to job hunt at in IN check out [INALJ Indiana home page](#):

Iowa

to find more sites to job hunt at in IA check out [INALJ Iowa home page](#):

Kansas

to find more sites to job hunt at in KS check out [INALJ Kansas home page](#):

Kentucky

to find more sites to job hunt at in KY check out [INALJ Kentucky home page](#):

Louisiana

to find more sites to job hunt at in LA check out [INALJ Louisiana home page](#):

Maine

to find more sites to job hunt at in ME check out [INALJ Maine home page](#):

Maryland

to find more sites to job hunt at in MD check out [INALJ Maryland home page](#):

Massachusetts

to find more sites to job hunt at in MA check out [INALJ Massachusetts home page](#):

Sponsored

[Technology Engagement Librarian](#) / Berkshire Athenaeum (Pittsfield's Public Library / Pittsfield, MA / Apply by **5/20**

Other jobs

Michigan

to find more sites to job hunt at in MI check out [INALJ Michigan home page](#):

Minnesota

to find more sites to job hunt at in MN check out [INALJ Minnesota home page](#):

Mississippi

to find more sites to job hunt at in MS check out [INALJ Mississippi home page](#):

Missouri

to find more sites to job hunt at in MO check out [INALJ Missouri home page](#):

Montana

to find more sites to job hunt at in MT check out [INALJ Montana home page](#):

Nebraska

to find more sites to job hunt at in NE check out [INALJ Nebraska home page](#):

Nevada

to find more sites to job hunt at in NV check out [INALJ Nevada home page](#):

New Hampshire

to find more sites to job hunt at in NH check out [INALJ New Hampshire home page](#):

New Jersey

to find more sites to job hunt at in NJ check out [INALJ New Jersey home page](#):

New Mexico

to find more sites to job hunt at in NM check out [INALJ New Mexico home page](#):

New York (state)

to find more sites to job hunt at in NY check out [INALJ NY State home page](#):

NYC

to find more sites to job hunt at in NYC check out [INALJ New York City home page](#):

North Carolina

to find more sites to job hunt at in NC check out [INALJ North Carolina home page](#):

[Technical Services Librarian](#) / Meredith College / Raleigh, NC / Apply by **5/6**
[Assistant, Administrative, Library Services](#) / Guilford Technical Community College / Jamestown, NC /
Apply by **6/30**
[Continuing Resource Acquisitions Assistant](#) / Duke University / Durham, NC
[Information Services Librarian](#) / Beaufort County Community College / Washington, NC / Apply by **5/13**
[Multi-Media Technician](#) / Appalachian State University / Boone, NC / Apply by **5/1**
[Architecture Library Supervisor & Billing Specialist](#) / UNC-Charlotte / Charlotte, NC / Apply by **5/12**
[Discovery and Resource Sharing Librarian / Assistant Professor](#) / Western Carolina University /
Cullowhee, NC
[Librarian II / Young Adult Services](#) / Wilson County Public Library / Wilson, NC / Apply by **5/1**
[Librarian II / Youth Services](#) / Cumberland County Public Library / Fayetteville, NC / Apply by **5/9**
[Project Coordinator](#) / Charlotte Area Health Education Center Library Carolinas Medical Center /
Charlotte, NC
[Librarian II / Technical Services Manager](#) / Cumberland County Public Library / Fayetteville, NC / Apply
by **5/5**

North Dakota

to find more sites to job hunt at in ND check out [INALJ North Dakota home page](#):

Ohio

to find more sites to job hunt at in OH check out [INALJ Ohio home page](#):

Sponsored

[Librarian III / Business, Workforce, Grants Specialist](#) / Toledo Lucas County Public Library (TLCPL) / Toledo, OH / External applicant posting deadline **5/10**

[Supervisor Studio Lab](#) / Toledo Lucas County Public Library (TLCPL) / Toledo, OH / External applicant posting deadline **5/10**

[Assistant Manager / Librarian IV](#) / Toledo Lucas County Public Library (TLCPL) / Toledo, OH / External applicant posting deadline **5/10**

[Manager / Librarian V / VI – Computers and Media](#) / Toledo Lucas County Public Library (TLCPL) / Toledo, OH / External applicant posting deadline **5/10**

[Librarian I or II / Children's Services](#) / Toledo Lucas County Public Library (TLCPL) / Toledo, OH / External applicant posting deadline **5/10**

[Librarian I or II / Youth Services](#) / Toledo Lucas County Public Library (TLCPL) / Toledo, OH / External applicant posting deadline **5/10**

Other jobs

[Director](#) / Upper Arlington Public Library / Upper Arlington, OH / Apply by **6/9**

[Director/Fiscal Officer](#) / Toledo Lucas County Public Library / Toledo, OH / Apply by **6/9**

Oklahoma

to find more sites to job hunt at in OK check out [INALJ Oklahoma home page](#):

Oregon

to find more sites to job hunt at in OR check out [INALJ Oregon home page](#):

Pennsylvania

to find more sites to job hunt at in PA check out [INALJ Pennsylvania home page](#):

Sponsored

[Branch Manager / Conshohocken Free Library, Branch of Montgomery County-Norristown Public Library / Conshohocken, PA](#)

Other jobs

[Clerk – Part-time](#) / Mt. Lebanon Public Library / Pittsburgh, PA / Apply by **5/5**
[Head of Children and Youth Services, Full-time](#) / Upper Darby Township Library / Upper Darby, PA / Apply by **5/3**

Puerto Rico

to find more sites to job hunt at in PR check out [INALJ Puerto Rico home page](#):

Rhode Island

to find more sites to job hunt at in RI check out [INALJ Rhode Island home page](#):

South Carolina

to find more sites to job hunt at in SC check out [INALJ South Carolina home page](#):

South Dakota

to find more sites to job hunt at in SD check out [INALJ South Dakota home page](#):

Tennessee

to find more sites to job hunt at in TN check out [INALJ Tennessee home page](#):

[Librarian 1](#) / Center for Popular Music, Middle Tennessee State University / Murfreesboro, TN / Apply by **5/17**

Texas

to find more sites to job hunt at in TX check out [INALJ Texas home page](#):

Utah

to find more sites to job hunt at in UT check out [INALJ Utah home page](#):

Vermont

to find more sites to job hunt at in VT check out [INALJ Vermont home page](#):

Virginia

to find more sites to job hunt at in VA check out [INALJ Virginia home page](#):

Washington

to find more sites to job hunt at in WA check out [INALJ Washington home page](#):

West Virginia

to find more sites to job hunt at in WV check out [INALJ West Virginia home page](#):

Wisconsin

to find more sites to job hunt at in WI check out [INALJ Wisconsin home page](#):

Wyoming

to find more sites to job hunt at in WY check out [INALJ Wyoming home page](#):

CANADA

Alberta

to find more sites to job hunt at check out [INALJ Alberta home page](#):

British Columbia

to find more sites to job hunt at check out [INALJ British Columbia home page](#):

Manitoba

to find more sites to job hunt at check out [INALJ Manitoba home page](#):

New Brunswick

to find more sites to job hunt at check out [INALJ New Brunswick home page](#):

Newfoundland & Labrador

to find more sites to job hunt at check out [INALJ Newfoundland & Labrador home page](#):

Northwest Territories, Nunavut & Yukon

to find more sites to job hunt at check out [INALJ NWT, Nunavut & Yukon home page](#):

Nova Scotia & PEI

to find more sites to job hunt at check out [INALJ Nova Scotia & Prince Edward Island home page](#):

Ontario

to find more sites to job hunt at check out [INALJ Ontario home page](#):

Quebec

to find more sites to job hunt at check out [INALJ Quebec home page](#):

Saskatchewan

to find more sites to job hunt at check out [INALJ Saskatchewan home page](#):

UK & Ireland

Ireland

to find more sites to job hunt at check out [INALJ Ireland home page](#):

UK

to find more sites to job hunt at check out [INALJ UK home page](#):

International (other countries)

International

to find more sites to job hunt at check out [INALJ International home page](#):

Opportunity for Librarian - International School in Mumbai, India A leading international school in Mumbai, India seeks a Librarian for a July 2019 start. Located in a suburb of Mumbai, the school utilizes a cutting edge IB curriculum in state of the art facilities. Salary and Benefits: Base Salary - USD \$40,000 per year tax free plus benefits Housing - Free furnished housing (apartment) or rent stipend provided Health Insurance - Provided by employer Visa Fees - Paid by employer 50% tuition discount for dependent children Necessary Qualifications:-Must be willing to relocate immediately in July, 2019. Job will include some teaching activities The opportunity is open to recent graduates Candidates must be open minded, culturally aware, socially conscious. Our client is closely aligned with a leading private school in Seattle, Washington. If interested in this opportunity please send your resume, cover letter and relevant documents to: ben.glickman@esl101.com. Please put the word 'India' in the subject line of your e-mail.

