

# 2016 INALJ Jobs

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Content Managing Editors

4.11.2016

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*Issue 59.16*

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## [Sponsored jobs](#)

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## [USA jobs](#)

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## [Canada jobs](#)

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## [UK jobs](#)

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## [International \(other\) jobs](#)

## SPONSORED

[Instruction and Scholarly Communication Librarian](#) / Elizabethtown College / Elizabethtown, PA / priority consideration given to applications received by **4/22** / [for more information & how to apply click here](#)

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[Associate University Librarian for Library Special Collections & International Studies Programs](#) / University of California / Los Angeles, CA / [for more information & how to apply click here](#)

[Federal Assistant Project Manager](#) / Library of Congress – LS&S / Washington, DC

[Health Science Library Manager](#) / MidMichigan Health / Midland, MI

## USA

### USA – Virtual Work

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

[http://inalj.com/?page\\_id=56476](http://inalj.com/?page_id=56476)

[Online Reference Librarian](#) / Askwonder.com / Virtual Work

## Alabama

to find more sites to job hunt at in AL check out INALJ Alabama home page: [http://inalj.com/?page\\_id=56451](http://inalj.com/?page_id=56451)

[Library Assistant I/II](#) / Auburn University / Auburn, AL / Apply by 4/19

[Library Specialist I](#) / ASRC Federal AS / Huntsville, AL

[Library Media Specialist](#) / Vestavia Hills High School / Apply by 4/18

[Library Assistant II - Evening and weekend supervisor](#) / University of Alabama / Tuscaloosa, AL / Apply by 4/20

[Medical Education Learning Specialist](#) / UAB Montgomery / Montgomery, AL

[Floater](#) / Huntsville-Madison County Public Library / Huntsville, AL

[Data Scientist](#) / SAIC / Huntsville, AL

Library Director / Autauga-Prattville Public Library / Prattville, AL / The Autauga- Prattville Public Library, Prattville, Alabama, seeks a full-time Library Director to work under the general direction of the Board of Trustees. APPL serves a population of 55,000, including the city of Prattville and three branch libraries. The position is covered by State of Alabama Retirement System and offers Blue Cross health insurance. Beginning salary \$42,000-\$46,000. General Responsibilities: The Director is responsible for all aspects of library services, collections, technology, staff, and property, conforming to the policies established by the Board and requirements of Alabama Public Library Service. This includes long-range planning, grant writing, financial management, personnel management, technology management, materials selection and management, policy development, and building management. Qualifications: - Master of Library Science degree from program accredited by the American Library Association -Prefer 5 years of professional library work experience and 2 years of library supervisory experience -Commitment to the mission and philosophy of public library service - Ability to interact effectively with Library Board, government officials, community groups and library peers -Excellent written and oral communication skills -Problem solving skills and willingness to step into functional gaps -Organization and time management abilities -Ability to supervise and motivate library staff and volunteers -Ability to leverage information technology to provide tools for library users and efficient library operations -Financial management skills in budget preparation, accurate and timely record keeping -Ability to drive to county locations to conduct site operations Submit resumes with references to: Dr. Shirley Brooks Laseter at [topnote@charter.net](mailto:topnote@charter.net)

## Alaska

to find more sites to job hunt at in AK check out INALJ Alaska home page: [http://inalj.com/?page\\_id=56453](http://inalj.com/?page_id=56453)

[Interpreter Coach](#) / Denali National Park, Aramark Corporation / Anchorage, AK

[Archivist](#) / Sealaska Heritage Institute / Juneau, AK

## Arizona

to find more sites to job hunt at in AZ check out INALJ Arizona home page: [http://inalj.com/?page\\_id=56455](http://inalj.com/?page_id=56455)

[Head Librarian](#) / Phoenix Art Museum / Phoenix, AZ

[Librarian/Specialist, Research and Learning](#) / University of Arizona Libraries / Tucson, AZ / Apply by 4/18

## Arkansas

to find more sites to job hunt at in AR check out INALJ Arkansas home page: [http://inalj.com/?page\\_id=56457](http://inalj.com/?page_id=56457)

[Library Director](#) / Saline County Library System / Benton, AR / Apply by 5/15

## California

to find more sites to job hunt at in CA check out INALJ California home page: [http://inalj.com/?page\\_id=75425](http://inalj.com/?page_id=75425)

Sponsored

[Associate University Librarian for Library Special Collections & International Studies Programs / University of California / Los Angeles, CA / \*for more information & how to apply click here\*](#)

Other jobs

[Library Assistant \(Irvine Campus\)](#) / LAC Group / Irvine, CA

[Library Assistant](#) / LAC Group / Malibu, CA

[Adjunct Faculty – Library Science](#) / Ohlone College / Fremont, CA

[Weekend/Night Library Circulation Assistants](#) / LAC Group / Malibu, CA

[Director of Development, University Library](#) / University of California, Berkeley / Berkeley, CA / Apply by **6/6**

[Archives Technician](#) / U.S. National Park Service / Lava Beds National Monument, CA

[Collections & Exhibitions Archivist](#) / LucasFilm / San Francisco, CA

[Librarian](#) / Chabot College / Hayward, CA / Apply by **5/6**

[Knowledge Management Specialist](#) / ADP/ San Dimas, CA

[Night & Billing Coordinator](#) / Tomas Rivera Library, University of California, Riverside / Riverside, CA

[Extra Help Librarian I](#) / Santa Clara County Library District / Santa Clara, CA / Apply by **4/14**

[Manager, Virtual Library](#) / Santa Clara County Library District / Santa Clara, CA / Apply by **4/15**

[Library Technician](#) / Oceanside Public Library / Oceanside, CA / Apply by **4/29**

[Content Integration Librarian](#) / Qualcomm Library / San Diego, CA

[Librarian II](#) / County of Mendocino / Ukiah, CA / Apply by **4/19**

[Manager of Archives, Records, & Research Services](#) / Lawrence Berkeley National Laboratory / Berkeley, CA

**Colorado**

to find more sites to job hunt at in CO check out INALJ Colorado home page: [http://inalj.com/?page\\_id=56461](http://inalj.com/?page_id=56461)

[Sponsored Project Archivist](#) / University of Colorado Boulder Libraries & National Snow and Ice Data Center / Boulder, CO / Apply by **5/1**

**Connecticut**

to find more sites to job hunt at in CT check out INALJ Connecticut home page: [http://inalj.com/?page\\_id=56463](http://inalj.com/?page_id=56463)

[Librarian/Archivist](#) / Yale University / New Haven, CT

[Discovery Metadata Librarian](#) / Yale University Library / New Haven, CT

[Part-time Reference Librarian](#) / Avon Free Public Library / Avon, CT / Apply by **5/6**

[Archivist](#) / Yale University Library / New Haven, CT

[Discovery Metadata Librarian](#) / Yale University Library / New Haven, CT / Requisition #: 36641BR

Children's Librarian / Durham Public Library / Durham, CT / Apply by **4/15** / The Durham Public Library seeks an innovative, flexible, and experienced Children's Librarian to manage all aspects of a busy department serving children from birth to grade 6. Key responsibilities include: Planning and conducting innovative children's programs, Developing and maintaining the children's print and media collections, Engaging in outreach to schools, daycares, and other community organizations, Providing administrative oversight of the children's department, including developing budgets and marketing materials, assessing the success of programs and services, and mentoring library staff, May take responsibility for the facility, staff and operations in the absence of the Library Director and Assistant Director Qualifications desired include: ALA accredited Master's degree in Library and Information Studies, Three years professional experience as a librarian, experience in youth services essential, supervisory experience preferred, Strong organizational and communications skills, Experience in developing engaging, hands-on programming for school-aged children. STEM programming experience desired, Ability to work independently, manage multiple projects, and ensure that tasks are

completed accurately and on time, Strong computer and technology skills. Experience with Sierra ILS a plus, Strong commitment to warm and welcoming public service required. This is a full-time, non-union position (35 hours per week) with a starting salary of \$23.67 per hour, with full benefits. Schedule includes two evenings per week, and every other Saturday. Those interested in applying may send a cover letter, resume and three references to Trish Connolly Tomlinson, Library Director, at [tconnolly@durhamlibrary.org](mailto:tconnolly@durhamlibrary.org). Deadline for submission is 5 pm on Friday, April 15th.

Librarian Assistant I / Babcock Library / Ashford, CT / Apply by **4/17** / Babcock Library in Ashford, CT is looking to fill 1 Part-time Library Assistant I Position Opening. Salary, Classification, Work Hours & Schedule: Starting at \$11/hr, Part-time no benefits position, 15 hours spread throughout the work week. Working every other Saturday from 9am-2pm is required. Job Responsibilities: All Circulation Desk duties, Perform routine clerical duties, Manage Patron Holds, Computer assistance, Process new library materials, Mend & repair damaged books, Prepare books for binding, Record & statistics keeping, Upkeep of Library Displays, Patrol library and ensure rules are being followed, Work to best of ability that patron's needs are fulfilled, Help coworkers as needed, Other duties as assigned. Experience & Training: High School diploma or equivalent required. 1 year clerical experience working in a library preferred but not required. Great technology skills are a plus. Must be a team player and love working with others and the public. Please send brief cover letter, resume and references via email or USPS no later than April 17th, 2016 to: Mr. Shadd Jamison, Town Library Director, Babcock Library, 25 Pompey Hollow Road, Ashford, CT 06278 [sjamison@babcocklibrary.org](mailto:sjamison@babcocklibrary.org).

#### **DC (Washington, DC)**

to find more sites to job hunt at in DC check out INALJ DC home page: [http://inalj.com/?page\\_id=56468](http://inalj.com/?page_id=56468)

Sponsored

#### **Federal Assistant Project Manager / Library of Congress – LS&S / Washington, DC**

Other jobs

[Part Time Library Assistant](#) / Trinity University Library / Washington, DC

[Librarian](#) / Library of Congress / Washington, DC

[Library Technician](#) / University of the District of Columbia / Washington, DC / Apply by **4/13**

[Union Records Manager](#) / Congressional Research Employees Association / Washington, DC / Apply by **5/1**

[Electronic Resources Specialist](#) / American University / Washington, DC

[Collections Manager](#) / Smithsonian Institution / Washington, DC / Apply by **4/20**

[Social Media Specialist](#) / JANSON Communications / Washington, DC (Pentagon)

[Library Technician](#) / Zimmerman & Associates Inc. / Washington, DC

[Preservation Librarian](#) / Library of Congress / Washington, DC / Apply by **4/28**

[Librarian](#) / Central Intelligence Agency / Washington, DC

[Acquisitions Specialist](#) / American University / Washington, DC

[Legislative Analyst](#) / Library of Congress / Washington, DC / Apply by **4/28**

[Librarian](#) / Library of Congress / Washington, DC / Apply by **4/29**

[Digital Media Assistant](#) / PCORI / Washington, DC / Apply by **5/7**

[Library Technician](#) / LAC Group / Washington, DC

[Library Technician](#) / Zimmerman & Associates / Washington, DC

[Librarian](#) / Securities & Exchange Commission / Washington, DC / Apply by **4/27**

[School Librarian](#) / St. Patrick's Episcopal Day School / Washington, DC

[Library Assistant](#) / Davis Wright Tremaine LLP / Washington, DC

[Library Technician](#) / Library of Congress / Washington, DC / Apply by **4/22**

[Librarian \(Preservation Specialist\)](#) / Library of Congress / Washington, DC / Apply by **4/28**

[Museum Specialist \(Art\)](#) / National Gallery of Art / Washington, DC [Editor](#) / Congressional Research Service / Washington, DC / Apply by **4/18**

[Library Technician](#) / University of the District of Columbia / Washington, DC / Apply by **4/13**

[Assistant Project Manager](#) / LS&S / Washington, DC

[Union Records Manager](#) / Congressional Research Employees Association / Washington, DC

[Librarian](#) / Library of Congress / Washington, DC / Apply by 4/20

[Electronic Resources Specialist](#) / American University / Washington, DC

[Acquisitions Specialist](#) / American University / Washington, DC

Assistant Librarian / Pepper Hamilton / Washington, DC

[Pepper Hamilton LLP](#) has an opening for an Assistant Librarian in their DC office./Position Description: /The Assistant Librarian manages all collection and technical services for the Washington office and provides ready reference and research services as needed. In addition, the Assistant assists with implementation and training for all online services and resources and is an active member of the national library team serving the library and information needs of attorneys and staff firm-wide. / Essential Duties and Responsibilities: Maintain technical services support for all library functions. Coordinate all internal library automation systems with the electronic services librarian in Philadelphia. Maintain SoftLink serials database. Check-in and route mail. Process all new library materials. Collect, organize and process invoices and miscellaneous bills as directed. Coordinate acquisition and cataloging of all new print materials with collection services librarian in Philadelphia. Provide custodial care of the library. Responsible for general upkeep and appearance of library. Restock carrels and tables with supplies. Maintain library stock of office supplies Track down "missing" library materials. File all newsletters, periodicals, newspapers and daily releases / Provide reference and research assistance as requested and required. Manage inter-library loan and document retrieval services. Provide pick-up service for documents at various federal agencies as needed. Handle all photocopy requests and case pulls from library patrons. Support the librarian's relationships with both print and online vendors. Assist with implementation and roll-out of new products. Participate in all library orientation programs for new attorneys and staff and contribute to any documentation and orientation materials. Supervise outside filing service. Locate "off shelf" materials needed for filing. File any materials not handled by filing service. Maintain all equipment and machines in the library. Reorder toner and paper when necessary. Bill time as appropriate in accordance with the established methods and patterns. Collaborate with the Washington office librarian on the disaster recovery program for the library. Assist with planning and events for National Library Week. Monitor and enforce the Firm's copyright compliance policy. / Work with other Pepper librarians as a member of the national library team. Assist other library staff as requested. Participate in firm-wide or office specific teams and projects as appropriate. Develop an effective network of resources both legal and non-legal outside the office. Establish good working relationships with law library personnel in other firms. Participate in local and national professional organizations. Attend meetings and continuing education programs to monitor new developments in the field and to establish and maintain professional contacts. / Minimum Qualifications and Skills General computer skills and expertise; knowledge of Outlook, MS Word, and Excel; expertise with all relevant online services, including, but not limited to, LexisNexis, CourtLink, Bloomberg Law, Hoovers, Accurant, Dialog, Intelligize, etc.; excellent oral and written communication skills; strong commitment to quality service; ability to be an effective team member. / Related Training and Education Required Master's Degree in Library Science; Minimum 2-3 years law firm library experience. To Apply for this Position: Email Anastasia Huvelle [huvella@pepperlaw.com](mailto:huvella@pepperlaw.com) with a resume, cover letter and writing sample.

[Records & Information Management Specialist](#) / U.S. Department of Treasury / Washington, DC

[Reference/Interlibrary Loan Librarian](#) / LAC Group / Washington, DC

[Librarian](#) / National Geographic Society / Washington DC / Req ID: 10942

[Librarians](#) / US Central Intelligence Agency / Washington, DC

## Delaware

to find more sites to job hunt at in DE check out INALJ Delaware home page: [http://inalj.com/?page\\_id=56466](http://inalj.com/?page_id=56466)

## Florida

to find more sites to job hunt at in FL check out INALJ Florida home page: [http://inalj.com/?page\\_id=76843](http://inalj.com/?page_id=76843)

[Faculty Librarian](#)/ Hodges University/ Naples, FL and Fort Myers, FL

[Librarian I – Reference](#)/ Delray Beach Public Library/ Delray Beach, FL /Apply by 4/22

[Librarian II, Branch Manager](#)/ Bay County Government/ Panama City Beach, FL /Apply by 4/12

[Library Assistant – Temporary \(8 positions\)](#) /Sarasota County Government/ Sarasota, FL /Apply by 4/22

[Library Associate](#) / Lee County Library System/ Lehigh Acres, FL /Apply by 4/13

[Librarian Supervisor –Branch Head \(Community Services\)](#)/ Charlotte County Government/ Varies, FL /Apply by **4/15**  
[Library Clerk](#)/ Clay County Government/ Green Cove Springs, FL /Apply by **4/15**  
[Night Library Technology Specialist](#)/ Stetson University/ Deland, FL  
[Project Intern \(special library\)](#) / Bok Tower Gardens/ Lake Wales, FL/ Apply by **4/30**  
[Reference Associate \(part time\)](#)/ Florida State University/ Tallahassee, FL/ Apply by **4/22**  
[Librarian \(Medical Sciences\)](#) / Veterans Affairs, Veterans Health Administration / Orlando, FL / Apply by **4/11**  
[Librarian \(Medical Sciences\)](#) / Veterans Affairs, Veterans Health Administration / Orlando, FL / Apply by **4/11**  
[Digital Asset Cataloger](#) / Arthrex, Inc / Naples, FL  
[Library Technician](#) / Veteran Health Administration / Orlando, FL / Apply by **4/21**  
[Fab Lab Instructor](#)/ Orange County Library System/ Orlando, FL /Apply by **4/14**  
[Library Manager](#)/ Alachua County Library District/ Waldo, FL /Apply by **4/29**

## Georgia

to find more sites to job hunt at in GA check out INALJ Georgia home page: [http://inalj.com/?page\\_id=56472](http://inalj.com/?page_id=56472)

[Library Technician Senior](#) / DeKalb County Public Library / Decatur, GA  
[Circulation Assistant \(2 positions – Part time\)](#) / Twin Lakes Library System / Milledgeville, GA / Apply by **4/29**  
[Media Specialist \(multiple P-12\)](#) / Wayne County School System / Jesup, GA  
[Media Specialist \(multiple P-12\)](#) / Talbot County School System / Talbotton, GA  
[Media Specialist \(7-12\)](#) / McIntosh County School System / Darien, GA  
[Library Technical Assistant – stacks manager](#) / Georgia Gwinnett College/ Lawrenceville, GA

[Research Consultant](#) / CarterBaldwin Executive Search / Roswell, GA / How to apply: Please send a resume and brief letter of interest, as .pdf or Word attachments, via email to Tatum Preston at [tpreston@carterbaldwin.com](mailto:tpreston@carterbaldwin.com).

[Special Collections Librarian](#) / Georgia Southern University / Statesboro, GA / Apply by **5/15**  
[Media Specialist \(multiple P-12\)](#) / Sumter County School System / Americus, GA / Apply by **5/30**

## Hawaii

to find more sites to job hunt at in HI check out INALJ Hawaii home page: [http://inalj.com/?page\\_id=56474](http://inalj.com/?page_id=56474)

## Idaho

to find more sites to job hunt at in ID check out INALJ Idaho home page: [http://inalj.com/?page\\_id=56478](http://inalj.com/?page_id=56478)

[Public Services Manager](#) / Meridian Library District / Meridian, ID

## Illinois

to find more sites to job hunt at in IL check out INALJ Illinois home page: [http://inalj.com/?page\\_id=56480](http://inalj.com/?page_id=56480)

[IT Asset Manager](#) / Innovative Systems Group / Chicago, IL  
[Data Warehouse Architect](#) / Innovative Systems Group / Chicago, IL  
[Medical Records Director](#) / Wexford Health / Taylorville, IL  
[Software Engineer](#) / CSRA / Fairview Heights, IL  
[Senior Proofreader](#) / Quad/ Graphics / Chicago, IL  
[Senior Database Engineer](#) / Morningstar / Chicago, IL  
[Build and Release Engineer](#) / Next Step Systems / Chicago, IL  
[Research Project Coordinator](#) / DePaul University / Chicago, IL

[PC Board Designer](#) / Harris Corporation / Mount Prospect, IL  
[Library Media Summer Staff](#) / Barrington Community School District / Barrington, IL  
[Intern](#) / Houghton Mifflin Harcourt / Evanston, IL  
[Sound Intern](#) / Scientific Games / Chicago, IL  
[Technical Writer](#) / Huxley / Chicago, IL  
[Web Programmer](#) / Joliet Public Library / Joliet, IL  
[Director of Design](#) / Liberty Hardware / Chicago, IL  
[Android Developer](#) / WebMatrix / Skokie, IL  
[Assistant Director of Budget and Finance](#) / University of Illinois / Urbana, IL  
[Junior Ruby on Rails Developer](#) / American Library Association / Chicago, IL  
[Member Programs Librarian](#) / American Theological Library Association / Chicago, IL  
[Marketing & Communications Coordinator](#) / Pritzker Military Museum & Library / Chicago, IL / Apply by 5/6  
[Access Services Librarian](#) / The Morton Arboretum / Lisle, IL  
[Senior Information Management Analyst Corporate Library](#) / Baxter / Deerfield, IL  
[Assistant Director for Communications](#) / Graduate School of Library and Information Science, University of Illinois / Urbana-Champaign, IL / Apply by 4/12  
[Sr. Front End Software Engineer](#) / Summit Group Solutions, LLC. / Chicago, IL  
[Library Resource Center Teacher](#) / Naperville Community School District / Naperville, IL  
[Research Analyst](#) / CAN Insurance / Chicago, IL  
[Stastician III](#) / Experis / Warren, IL

#### **Indiana**

*to find more sites to job hunt at in IN check out INALJ Indiana home page: [http://inalj.com/?page\\_id=56482](http://inalj.com/?page_id=56482)*

[Special Collections Manager](#) / Vigo County Public Library / Terre Haute, IN / Apply by 4/24

#### **Iowa**

*to find more sites to job hunt at in IA check out INALJ Iowa home page: [http://inalj.com/?page\\_id=56484](http://inalj.com/?page_id=56484)*

#### **Kansas**

*to find more sites to job hunt at in KS check out INALJ Kansas home page: [http://inalj.com/?page\\_id=56486](http://inalj.com/?page_id=56486)*

[Applications Developer II](#) / Kansas Historical Society / Topeka, KS / Apply by 4/25  
[Web and Mobile Applications Developer](#) / Kansas Museum of History / Topeka, KS  
[Director](#) / Dwight D. Eisenhower Presidential Library and Museum / Abilene, KS / Apply by 5/6

#### **Kentucky**

*to find more sites to job hunt at in KY check out INALJ Kentucky home page: [http://inalj.com/?page\\_id=56488](http://inalj.com/?page_id=56488)*

#### **Louisiana**

*to find more sites to job hunt at in LA check out INALJ Louisiana home page: [http://inalj.com/?page\\_id=56490](http://inalj.com/?page_id=56490)*

## Maine

to find more sites to job hunt at in ME check out INALJ Maine home page: [http://inalj.com/?page\\_id=56493](http://inalj.com/?page_id=56493)

[Metadata Specialists](#) / HistoryIT / Portland, ME

## Maryland

to find more sites to job hunt at in MD check out INALJ Maryland home page: [http://inalj.com/?page\\_id=56495](http://inalj.com/?page_id=56495)

[Archival Internship – Summer 2016](#) / The Newseum / Laurel, MD / Apply by 4/15

[Learning Resource Center Manager - 128802](#) / Fortis College / Landover, MD

[Processing Archivist](#) / Associated Archives at St. Mary's Seminary & University / Baltimore, MD

## Massachusetts

to find more sites to job hunt at in MA check out INALJ Massachusetts home page: [http://inalj.com/?page\\_id=56402](http://inalj.com/?page_id=56402)

[Library Assistant III](#) / Bridgewater State University / Bridgewater, MA

[Archivist](#) / Cambridge Historical Society / Cambridge, MA / Apply by 5/15

[Processing Archivist](#) / Mount Ida College / Newton, MA

[Humanities and Digital Scholarship Librarian](#) / MIT / Cambridge, MA

[Advisor](#) / Massachusetts Library System / Boston, MA / Apply by 4/22

[Information Technology Coordinator](#) / Massachusetts Library System / Boston, MA / Apply by 4/22

[Head Librarian, Digital Scholarship](#) / Boston College / Boston, MA

## Michigan

to find more sites to job hunt at in MI check out INALJ Michigan home page: [http://inalj.com/?page\\_id=56497](http://inalj.com/?page_id=56497)

Sponsored

[Health Science Library Manager](#) / MidMichigan Health / Midland, MI

Other jobs

[Systems Analyst/Developer](#) / Kalamazoo Valley Community College / Kalamazoo, MI / Apply by 4/13

[Building Supervisor](#) / Ann Arbor District Library / Ann Arbor, MI / Apply by 4/18

[Adult Services Page](#) / Rochester Hills Public Library / Rochester, MI

[Data Governance Business Consultant](#) / Platys Group / Detroit, MI

[Dean of University Libraries](#) / Grand Valley State University / Allendale, MI / Apply by 5/2

[Library Assistant Tech Services & Inter Library Loan](#) / Jackson District Library / Jackson, MI / Apply by 4/11

[Youth & Adult Services & Collections Supervisor](#) / Ann Arbor District Library / Ann Arbor, MI / Apply by 4/18

[Part-time Librarian](#) / Sterling Heights Public Library / Sterling Heights, MI / Apply by 4/13

[Circulation Assistant](#) / Kent District Library / Comstock Park, MI / Apply by 4/18

[GIS Technician](#) / Great Lakes Commission / Ann Arbor, MI / Apply by 4/22

[Research Assistant I](#) / UMMA / Ann Arbor, MI / Apply by 5/16



**Minnesota**

to find more sites to job hunt at in MN check out INALJ Minnesota home page: [http://inalj.com/?page\\_id=56499](http://inalj.com/?page_id=56499)

[Library Processing Manager](#) / Minnesota Historical Society / St. Paul, MN / Apply by 4/15

**Mississippi**

to find more sites to job hunt at in MS check out INALJ Mississippi home page: [http://inalj.com/?page\\_id=56501](http://inalj.com/?page_id=56501)

[Collection Applications Developer](#) / University of Mississippi / Oxford, MS

[College Librarian](#) / Millsaps-Wilson Library, Millsaps College / Jackson, MS

**Missouri**

to find more sites to job hunt at in MO check out INALJ Missouri home page: [http://inalj.com/?page\\_id=56504](http://inalj.com/?page_id=56504)

[Clinical Medical Librarian](#) / University of Missouri-Kansas City / Kansas City, MO / Apply by 4/11

**Montana**

to find more sites to job hunt at in MT check out INALJ Montana home page: [http://inalj.com/?page\\_id=56313](http://inalj.com/?page_id=56313)

[Web Services Librarian](#) / University of Montana Mansfield Library / Missoula, MT / Apply by 4/24

**Nebraska**

to find more sites to job hunt at in NE check out INALJ Nebraska home page: [http://inalj.com/?page\\_id=56320](http://inalj.com/?page_id=56320)

[Coordinator of Library Technology Services](#) / University of Nebraska Kearney / Kearney, NE / Apply by 5/2

[Library Director](#) / Keene Memorial Library / Fremont, NE

[Assistant Professor/Digital Engagement Librarian](#) / University of Nebraska at Omaha / Omaha, NE

[Assistant Professor/Digital Initiatives](#) / University of Nebraska / Omaha, NE / Apply by 4/22

[Assistant Library Director](#) / Omaha Public Library / Omaha, NE / Apply by 4/25

[Distance Learning and E-Resources Librarian](#) / Concordia University / Seward, NE

[Digital Archivist](#) / University of Nebraska Lincoln / Lincoln, NE / Apply by 5/9

[Coordinator of Library Technology Services](#) / University of Nebraska Kearney / Kearney, NE / Apply by 5/2

[Library Director](#) / Keene Memorial Library / Fremont, NE

[Paraprofessional Technical Worker Intern](#) / Lincoln City Libraries / Lincoln, NE / Apply by 4/15

[Reference Support Specialist](#) / Bellevue University / Bellevue, NE / Apply by 4/16

[GIS Intern](#) / Republic Parking Systems / Omaha, NE

[Instructional Technology Designer/Support Specialist](#) / College of Saint Mary / Omaha, NE

[Instructional Technologist](#) / Doane College / Crete, NE

[Library Page \(part time\)](#) / City of Scottsbluff / Scottsbluff, NE

[Library Assistant](#) / City of Norfolk / Norfolk, NE

**Nevada**

to find more sites to job hunt at in NV check out INALJ Nevada home page: [http://inalj.com/?page\\_id=56326](http://inalj.com/?page_id=56326)

[Library Media Teacher](#) / Duncan Elementary School / Las Vegas, NV

[Communication and Media Teacher](#) / Del Sol High School / Las Vegas, NV  
[Library Media Specialist](#) / Petersen Elementary School / Las Vegas, NV  
[Library Media Specialist](#) / Sandy Valley Middle/High School / Las Vegas, NV  
[Library Media Specialist](#) / Cannon Junior High School / Las Vegas, NV  
[Library Media Specialist](#) / Eldorado High School / Las Vegas, NV  
[Library Media Specialist](#) / Jacobson Elementary School / Las Vegas, NV  
[Youth Services Department Head](#) / Gibson Library / Henderson, NV / Apply by **4/26**  
[Distribution Center Page \(Part Time\)](#) / Centennial Hills Library / Las Vegas, NV / Apply by **4/20**  
[Librarian/Archivist](#) / Nevada Automotive Test Center / Silver Springs, NV  
[Rare Book Seller](#) / Bauman Rare Books / Las Vegas, NV  
[Instructional Design Librarian](#) / Nevada State College / Henderson, NV  
[Librarian](#) / Carson City Library / Carson City, NV / Apply by **4/17**  
[Digital Content Editor](#) / Caesar's Entertainment / Las Vegas, NV  
[Digital Development Manager](#) / Caesar's Entertainment / Las Vegas, NV  
[Clinical Informatics Specialist](#) / Renown Health / Reno, NV  
[GIS Specialist](#) / Confidential / Reno, NV

### **New Hampshire**

to find more sites to job hunt at in NH check out INALJ New Hampshire home page: [http://inalj.com/?page\\_id=56333](http://inalj.com/?page_id=56333)

[Emerging Technologies Librarian](#) / Nashua Public Library / Nashua, NH

### **New Jersey**

to find more sites to job hunt at in NJ check out INALJ New Jersey home page: [http://inalj.com/?page\\_id=56346](http://inalj.com/?page_id=56346)

[Associate Director and Medical Education Coordinator](#) / Robert Wood Johnson Library of the Health Sciences, Rutgers University / New Brunswick, NJ

Library Assistant (PT), Special Events / Burlington County Library System / Westampton, NJ / Apply by **4/18** / Salary: \$13.00 an hour. DESCRIPTION: Support the Special Events Coordinator in all facets and duties; Assist in booking rooms; providing information on availability and cost; Facilitate the use and availability of audio, video and lighting equipment; Provide assistance and be present during events; Maintain program calendar; Gather information about performers; Perform other duties as needed. REQUIREMENTS: Ability to communicate clearly, concisely, and courteously; Ability to comprehend and follow written and/or oral one-or-two step instructions; Ability to utilize various types of electronic and/or manual recording and information systems; Ability to perform extensive alphabetizing beyond the first letter of a word; Ability to perform numerical filing beyond the initial digit of a sequence of figures; Ability to lift at least 50 lbs. Note: Basic knowledge of audio/visual and lighting and sound equipment highly desired. Training is available. Note: Must be Burlington County resident. SCHEDULE: 24 hours per week. Availability for evening hours required. Friday nights and multiple Sunday afternoons September through June. Flexibility is a must. Submit an application/resume including #12-16 by April 18, 2016. Via e-mail: [jobs@bcls.lib.nj.us](mailto:jobs@bcls.lib.nj.us).

### **New Mexico**

to find more sites to job hunt at in NM check out INALJ New Mexico home page: [http://inalj.com/?page\\_id=76814](http://inalj.com/?page_id=76814)

### **New York (state)**

to find more sites to job hunt at in NY check out INALJ NY State home page: [http://inalj.com/?page\\_id=56407](http://inalj.com/?page_id=56407)

[Metadata Catalog Librarian](#) / Syracuse University / Syracuse, NY / Apply by **5/8**

[Information Management Officer](#) / UN Secretariat / New York, NY / Apply by 4/25

[Library Director](#) / Potsdam Public Library / Potsdam, NY / Apply by 6/1

[Museum Intern](#) / New York Chiropractic College / Seneca Falls, NY

[Digital Archivist](#) / The Winthrop Group / Westchester County, NY

[Digital Humanities Librarian](#) / Cornell University / Ithaca, NY

High School Librarian / Attica High School / Attica, NY / My name is Josh Audsley and I am the HS Principal at Attica in Wyoming County. We are about 15 minutes south of Batavia, NY and we are looking to fill the position of HS Librarian which has been vacant for this entire school year, due to a retirement. Obviously the candidate will need the appropriate Certification to be considered. If there are any questions I can be reached at 585-591-0400, ext 1109. I encourage anyone who has the appropriate Certification to contact me. I am happy to discuss the position with anyone interested. Thanks again for your help. Josh Audsley.

[Director for Collections and Resource Management](#) / Stony Brook Libraries / Stony Brook, NY

Librarian, Media Specialist / The Nichols School / Buffalo, NY / The librarian/library media specialist is responsible for all aspects of the library programs and facilities, supervises library staff, and seeks to ensure that the library's academic and technology resources complement, enhance, and extend the school's educational program. S/he will collaborate closely with students, faculty and the director of information technology. DUTIES: Ensure that the library's academic and technical resources advance the school's educational program; Collaborate with classroom teachers in the curriculum design and technology integration process; Develop policies and programming that will establish standards for and definitions of information literacy and bolster support for library services that contribute to an information-literate student body; Collaborate with academic departments/discipline-specific coordinators on specific needs and growth opportunities; Foster an environment of creativity and innovation, and a love of reading and learning; Research and evaluate new and emerging information technologies; prepare and manage the library budget; Develop, acquire, and maintain a collection of resources appropriate to the curriculum, the students, the instructional strategies of the school's faculty, and the school's mission; In coordination with the technology department, evaluate and purchase technical equipment; Maintain an attractive, dynamic, current, and well-stocked library conducive to reading, studying, and research; Select, process, and make readily available a variety of resources, including print, digital, and multimedia; Maintain a circulation system that ensures the prompt return of materials and their ready availability to other borrowers; Provide bibliographic and reference services for teachers and students; Provide instruction for students in the use of library resources; Promote the ethical use of information and foster digital citizenship; Empower students to be critical thinkers, enthusiastic readers, and knowledgeable researchers; Instill a love of reading and learning in students and ensure their equitable access to information; Continuously develops and maintains a working knowledge of software, hardware and adaptive technologies; Maintain regular contact with stakeholders through school publications and online media; Act as an advocate of the library, share expertise at faculty meetings, serve on department chairs committee and other academic committees, and take an active role in accreditation processes; Network with local librarians, maintain active memberships in professional associations, and promote the school in the wider community; Convey a positive, attitude of leadership, flexibility and cooperation among students and staff; Facilitate personal growth through professional development opportunities; Serve as an advisor in the Upper School; Perform other duties as assigned by the head of school. SKILLS AND QUALIFICATIONS: Bachelor's degree; Master's degree in Library Science, Information Studies, or a similar field strongly preferred; Additional degree in Education a plus; 5+ years of experience in library program management; Demonstrated experience in a supervisory role a plus; Demonstrated success collaborating with faculty in all disciplines to enable/enhance student learning; Excellent written and verbal communication skills; Exceptional organizational skills; Strong interpersonal skills; Detail-oriented; Committed to diversity; Passionate about working with and inspiring students and faculty. Send cover letter, resume and references to: Mary Rockwell | Nichols School | Assistant Head of School | 1250 Amherst Street | Buffalo, NY 14216 | [mrockwell@nicholsschool.org](mailto:mrockwell@nicholsschool.org).

[Summer Internship](#) / Schenectady County Historical Society / Schenectady, NY

[Head of Health Sciences Library](#) / Stony Brook University / Stony Brook, NY / Apply by 4/30

[Silverman Library Evening Supervisor](#) / University of Buffalo Libraries / Buffalo, NY / Apply by 5/15

[Lockwood Library Evening Supervisor](#) / University of Buffalo Libraries / Buffalo, NY / Apply by 5/15

**NYC**

to find more sites to job hunt at in NYC check out INALJ New York City home page: [http://inalj.com/?page\\_id=56409](http://inalj.com/?page_id=56409)

[Assistant Archivist/Visual Arts Press, Ltd./ New York, NY](#)  
[Assistant Archivist, Milton Glaser Design Study & Archives/School of Visual Arts Archives/ School of Visual Arts/New York, NY](#)  
[Digital Projects Coordinator \(Full Time Equivalent\)/ Center for Puerto Rican Studies at Hunter College/New York, NY](#)  
[Preservation and Digital Conservation Division/Columbia University/New York, NY](#)  
[Press Archivist/Marlborough Gallery/New York, NY](#)  
[SOL LEWITT CATALOGUE RAISONNÉ RESEARCH INTERN \(PAID INTERNSHIP\)/Artifex Press/New York, NY](#)  
[Digital Projects Coordinator \(full time equivalent\) / Center for Puerto Rican Studies, Hunter College / New York, NY / Apply by 4/29](#)  
[Reference Librarian \(Associate Level\) / Information Center, Catalyst / New York, NY or Virtual Librarian / United Nations / New York, NY](#)  
[Part Time Librarian / George Jackson Academy / New York, NY / Apply by 5/31](#)  
[Digitization & Preservation Projects Manager / Columbia University / New York, NY / Apply by 5/31](#)  
[Digital Repository Developer / Columbia University / New York, NY](#)  
[Assistant Archivist / School of Visual Arts / New York, NY](#)  
[Digital Projects Coordinator / Hunter College / New York, NY](#)  
[Project Archivist / Wildlife Conservation Society at Bronx Zoo / New York, NY](#)  
[Archivist / New York Department of Records/Municipal Archives / New York, NY](#)  
[Photo Archivist / NYC Department of Parks and Recreation / New York, NY](#)  
[Archives Internship/New York Civil Liberties Union/New York, NY](#)  
[Audio and Video Technology Specialist/New York University Division of Libraries/New York, NY](#)  
[Children's Librarian – Belmont Library/New York Public Library/Bronx, NY](#)  
[Director, PJ Library New York/Harold Grinspoon Foundation/New York, NY](#)  
[Information Services Associate/Federal Reserve Bank of New York/New York, NY](#)  
[Library Information Assistant – Hamilton Grange Library/New York Public Library/Manhattan, NY](#)  
[Part Time Librarian/George Jackson Academy/New York, NY](#)  
[Project Archivist/Wildlife Conservation Society/ New York, NY](#)  
[Research Librarian, Center for Integrated Research \(CIR\) US Eminence Group/Deloitte Services LP/New York, NY](#)  
[Assistant Archivist / School of Visual Arts / New York, NY](#)  
[Digital Projects Coordinator/ Center for Puerto Rican Studies/ Hunter College CUNY/ New York, NY](#)  
[IT Services Administrator/ NYU Division of Libraries/ New York, NY](#)  
[Library Assistant IV/ Columbia University/ New York, NY](#)  
[Research Librarian, Center for Integrated Research \(CIR\), US Eminence Group, Deloitte Services LP/ Deloitte/ New York, NY](#)  
[Supervisor, Client Services – BLCC/ NYU Division of Libraries/ New York, NY](#)  
[VP of Library Relations/ Marcum Search/ New York, NY](#)

## North Carolina

to find more sites to job hunt at in NC check out INALJ North Carolina home page: [http://inalj.com/?page\\_id=56411](http://inalj.com/?page_id=56411)

[Music Cataloging Librarian / University of North Carolina at Chapel Hill / Chapel Hill, NC](#)  
[Assistant Director for Library Technologies and Metadata / Davidson College / Davidson, NC](#)  
[Library Temporary Assistant / North Carolina State University / Raleigh, NC](#)  
[Librarian Director / Town of Mooresville / Mooresville, NC](#)  
[Librarian I \(Cataloger\) / County Of Cumberland / Fayetteville, NC](#)  
[Assistant Director for Library Technologies and Metadata / Davidson College / Davidson, NC / Apply by 5/2](#)  
[Library Associate II Circulation / Rowan County / Salisbury, NC](#)  
[Library Temporary Assistant / North Carolina State University / Raleigh, NC / Apply by 4/13](#)  
[Head of Research, Outreach, and Instructional Services / University of North Carolina-Greensboro / Greensboro, NC / Apply by 5/9](#)  
[University Library Specialist / North Carolina A&T / Greensboro, NC / Apply by 4/22](#)  
[Library Manager - Independence Regional Library / Charlotte Mecklenburg Public Library / Charlotte, NC](#)  
[Sr Library Assistant - Steele Creek Branch Library / Charlotte Mecklenburg Public Library / Charlotte, NC](#)  
[Library Division Manager/Youth Services / Cumberland County Public Library & Information Center / Fayetteville, NC](#)  
[Head of Research, Outreach, and Instructional Services / University of North Carolina at Greensboro / Greensboro, NC / Apply by 5/9](#)  
[Media Specialist / South Caldwell High School / Hudson, NC](#)  
[Media Coordinator / Hibriten High School / Lenoir, NC](#)

[GIS Analyst](#) / Bechtel / Morrisville, NC

[Librarian II - Youth Services, Cameron Village Regional Library](#) / Wake County Library / Raleigh, NC / Apply by **4/12**

[Library Assistant](#) / Iredell County Library / Statesville, NC

[Media Coordinator](#) / Gregory School of Math, Science, Technology / Wilmington, NC

[Music Cataloging Librarian](#) / University of North Carolina – Chapel Hill / Chapel Hill, NC / Apply by **5/5**

[Library Division Manager/Youth Services](#) / Cumberland County Public Library & Information Center / Fayetteville, NC

[Music Cataloging Librarian](#) / University of North Carolina-Chapel Hill Libraries / Chapel Hill, NC / Apply by **5/5**

[Librarian I/Cataloger](#) / Cumberland County Public Library & Information Center / Fayetteville, NC / Technical Services position #LIB0186

[Executive Director, Part-Time, 25 hrs/wk](#) / Craven Literacy Council / New Bern, NC / Apply by **4/13**

[Nonduke Student/Intern](#) / Duke University / Durham, NC

[Music Cataloging Librarian](#) / University of North Carolina-Chapel Hill / Chapel Hill, NC

[Circulation Assistant I](#) / Hudson Library / Highlands, NC

[Youth Services Assistant I](#) / Jackson County Public Library / Sylva, NC / Apply by **4/15**

[Circulation Assistant I](#) / Jackson County Public Library / Sylva, NC / Apply by **4/15**

[GIS Technician](#) / City of Burlington / Burlington, NC

[VP of Knowledge Management](#) / Fidelity Investments / Cary, NC

[Library Assistant](#) / ITT Technical Institute / Charlotte, NC

[Director - Learning Design & Development](#) / American Institute of CPAs / Durham, NC

[Librarian I/ Cataloger Technical Services](#) / Cumberland County Public Library & Information Center / Fayetteville, NC

[University Library Specialist](#) / North Carolina A&T State University / Greensboro, NC / Apply by **4/22**

[Assistant Director](#) / Neuse Regional Library / Kinston, NC

[Executive Director, Part-Time](#) / Craven Literacy Council / New Bern, NC

[Library Technician](#) / Trident Technologies / Research Triangle Park, NC

[Media Coordinator](#) / Winstead Elementary School / Wilson, NC

## **North Dakota**

to find more sites to job hunt at in ND check out INALJ North Dakota home page: [http://inalj.com/?page\\_id=56413](http://inalj.com/?page_id=56413)

[Dean of the Libraries](#) / [Dean of the Libraries](#) / North Dakota State University / Fargo, ND / Apply by **4/25**

## **Ohio**

to find more sites to job hunt at in OH check out INALJ Ohio home page: [http://inalj.com/?page\\_id=56415](http://inalj.com/?page_id=56415)

[Assistant/Associate Director for Information Technology](#) / The Ohio State University Library / Columbus, OH / Apply by **5/8**

[Assistant/Associate Director for Information Technology](#) (same as above) / Ohio State University Libraries / Columbus, OH / Apply by **5/8**

[Chief Information Officer](#) / Columbus Metropolitan Library / Columbus, OH

[Faculty, Library and Information Science \(9 Month\)](#) / Kent State University / Kent, OH

[Assistant Professor/Electronic Resources Librarian](#) / University of Dayton / Dayton, OH / Apply by **4/15**

## **Oklahoma**

to find more sites to job hunt at in OK check out INALJ Oklahoma home page: [http://inalj.com/?page\\_id=56417](http://inalj.com/?page_id=56417)

## **Oregon**

to find more sites to job hunt at in OR check out INALJ Oregon home page: [http://inalj.com/?page\\_id=56419](http://inalj.com/?page_id=56419)

[Branch Librarian](#) (part-time) / Glendale Branch, Douglas County Library System / Glendale, OR  
[Branch Librarian](#) (part-time) / Canyonville Branch, Douglas County Library System / Canyonville, OR  
[Library Technician 2](#) / Oregon State University / Corvallis, OR / apply by **4/14**  
[Library Processor](#) / Ingram Content Group / Roseburg, OR  
[Paid Summer Internship](#) / Willamette University / Salem, OR / Apply by **4/30**  
[Front end Drupal web developer](#) / Multnomah County Library System / Portland, OR / apply by **4/22**  
[Library delivery driver](#) (regular and on call) / Multnomah County Library System / Portland, OR / apply by **4/15**  
[Library Assistant](#) (on call) / Cedar Mill and Bethany Branches, Cedar Mill Community Libraries / Portland, OR  
[Library Web Analyst](#) / Portland Community College / Portland, OR  
[Library Director](#) / Crook County Library / Prineville, OR / Apply by **4/11**  
[Youth Services Librarian](#) / Estacada Public Library / Estacada, OR / Apply by **4/18**

## Pennsylvania

to find more sites to job hunt at in PA check out INALJ Pennsylvania home page: [http://inalj.com/?page\\_id=56421](http://inalj.com/?page_id=56421)

Sponsored

**[Instruction and Scholarly Communication Librarian](#) / Elizabethtown College / Elizabethtown, PA / priority consideration given to applications received by **4/22** / [for more information & how to apply click here](#)**

Other jobs

[Data Analyst](#) / TeleTracking / Pittsburgh, PA  
[Cataloger III](#) / Brodart Co. / Williamsport, PA  
[Production Editor \(Temporary – 3 months\)](#) / Penn Foster / Scranton, PA  
[Medical Librarian](#) / American College of Physicians / Philadelphia, PA  
[Instructional Services Librarian, Coordinator of Information Literacy and Outreach](#) / Lycoming College / Williamsport, PA  
[Library Media Assistant \(Part Time\)](#) / Ephrata Area School District / Ephrata, PA  
[Digital Project Manager – Digital Services](#) / Backstage Library Works / Bethlehem, PA  
[Senior User Experience Researcher](#) / Comcast / Philadelphia, PA  
[Metadata Manager – Informatica \(Contract\)](#) / Enterprise Solutions, Inc. / Westchester, PA  
[Senior Analyst, Business Intelligence](#) / Comcast / Philadelphia, PA  
[SEO Manager](#) / RevZilla / Philadelphia, PA  
[Knowledge Manager](#) / Deloitte & Touche LLP / Glen Mills, PA  
[Customer Education Specialist – French Speaking](#) / Thomson Reuters / Philadelphia, PA  
[Content Analyst \(Contract\)](#) / Think Brownstone / Horsham, PA  
[Technical Support Representative](#) / Thomson Reuters / Philadelphia, PA  
[Librarian](#) / Community College of Allegheny County / Pittsburgh, PA

Part-time Youth Services Associate / Huntingdon Valley Library / Huntingdon Valley, PA / Apply by **4/15** / Position: Part-Time Youth Services Associate, Reports to: Youth Services Librarian. Primary Function: Performs a variety of library programming, basic reference and reader's advisory with a heavy concentration of public contact with children, young adults and adults. Hours: 19 hours per week with some evening and Saturday hours included. Responsibilities: Assists Youth Services Librarian with story time, craft projects, outreach and programs for children and teens, Facilitates teen programs, including the Teen Leadership Council and book clubs, Assists with maintaining the children and young adult collections, including weeding, Assists Youth Services Librarian in linking of print and non-print materials found on online bibliographic catalog in accordance with standard rules and criteria, including assignment of call numbers for youth services' collections, Performs Youth Services desk duty, assisting patrons of all ages with locating materials and answering reference questions as required, Instructs patrons on how to use reference sources, online catalog, and automated information systems, Assist patrons with readers' advisory services, Assists with creatively marketing and merchandising the youth services collections and programs using various methods, such as displays and bulletin boards, Assists in adding and maintaining content related to Youth Services on the Library's website, calendar and social media accounts, Performs all circulation desk duties using Polaris computer system o Circulates materials in accordance to Library policies and procedures o Effectively search for and reserve materials for patrons o Issues new patron cards and updates accounts, Assists with locating,

routing, and preparing "hold" materials for patrons o Collects patron fines and fees and makes change as needed, Performs all opening/closing procedures in work area and public areas, Assists and instructs patrons on use of Library's online resources, including eReaders, tablet computers, OverDrive and subscription databases, Maintain library equipment, such as photocopiers and computers, and instruct patrons in proper use of such equipment, Answers phone in professional manner and routes calls as necessary, Shelves materials/reads shelves in alphabetical and Dewey decimal order, Performs other duties as assigned in other areas as assigned. Qualifications: This position requires a four year college degree, A general knowledge of library principles, practices and materials and a desire to serve the public in a friendly, comfortable environment, Experience working with and presenting programs for children and young adults, Must have friendly and effective customer service skills with customers of all ages and abilities, flexibility and ability to handle multiple tasks in a fast paced public service setting, Knowledge of and familiarity with children's and young adult literature, Ability to complete detail-oriented work following specific guidelines and rules established in a consortial environment, Experience with and understanding of social media operations (Facebook, Twitter, YouTube, blogs, e-mail),Familiarity with library automation systems, Polaris ILS preferred, Experience with the Dewey Decimal classification system, Strong computer skills, including knowledge of Microsoft Office products, printers, use of the Internet, and wireless access, Ability to communicate positively and effectively, in person and in writing, with the public and staff, Ability to work a flexible schedule to meet the needs of the library, including working evening hours and occasional Saturdays. Physical Requirements: The physical demands to perform this job are the ability to talk and hear, use hands to finger, handle, feel or operate objects or controls, sit, stoop, kneel, reach, crouch, and lift and/or move up to 50 pounds, Ability to push and pull library book trucks weighing 100-300 lbs. and carry up to 15 lbs of books across the library, Ability to stand for a long time in one area, Hand-eye coordination is necessary to operate computers and office equipment, Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to focus, Reasonable accommodation may be made to enable individuals with disabilities to perform this position. General Requirements for All Library Employees: Ability to project professional workplace image, Ability to adapt to change, Ability to learn new computer skills, programs and interfaces, Ability to develop and maintain positive working relationships, Ability to comprehend and follow library policies and procedures, Ability to develop an awareness of library-wide operations, Ability to exercise good judgment at all times, Ability to meet physical requirements of specific job title, Ability to provide the following: Pennsylvania State Police Request for Criminal Records Check o Department of Public Welfare Child Abuse History Clearance of Federal Criminal History Record Information, Part-Time Youth Services Associate, Library: Huntingdon Valley Library, Town: Huntingdon Valley, PA, Library Type: Public, Position Type: Non-MLS, Deadline: Friday, April 15, 2016 or until filled. Description, How to Apply, and Contact: The Huntingdon Valley Library, located in Huntingdon Valley, PA, seeks a part-time Youth Services Associate to join its team. The primary duty of this position is to assist the Youth Services Librarian with programming, readers' advisory, and customer service to children, teens and care-givers. Secondary duties include assisting with linking new materials and maintaining the collections for children and young adults, as well as assisting at the Circulation desk. The successful candidate will be detail-oriented, organized and have a general knowledge of library principles, practices and materials. This position requires a great deal of contact with the public in the Youth Services department and assisting patrons with reference and technology inquiries. Candidates must have the ability to work in a fast-paced environment and have excellent customer service and computer skills. For a complete job description, please visit our website. New employees are required to have a current Pennsylvania Child Abuse History Clearance, PA State Police Criminal Record Check, and FBI Background check. The position is 19 hours per week, schedule to include mornings, afternoons and evenings, with occasional Saturdays. Flexible scheduling needed to accommodate programming. Four year college degree required. Experience working with children and young adults, as well and presenting programs for teens and children are required. Familiarity with library automation systems necessary, with Polaris ILS experience preferred. Strong computer, positive and friendly customer service, organizational, and cash handling skills are essential. Submit resume and cover letter to: Mrs. Glynnis Flores, Youth Services Supervisor, Huntingdon Valley Library,625 Red Lion Road, Huntingdon Valley, PA 19006 or by email in PDF form to [flores@mclinc.org](mailto:flores@mclinc.org), Hourly wage range, DOE: \$13.00 - \$15.00,Website: <http://www.hvlibrary.org>

#### **Puerto Rico**

to find more sites to job hunt at in PR check out INALI Puerto Rico home page: [http://inali.com/?page\\_id=56423](http://inali.com/?page_id=56423)

[Asistente Administrativo](#) / Universidad Interamericana de Puerto Rico, Recinto de Fajardo / Fajardo, PR / Apply by 4/19

[Legal Administrative Specialist](#) / Department of Justice / San Juan, PR / Apply by 4/13

[Oficial Administrativo](#) / Universidad Interamericana de Puerto Rico, Recinto Metropolitano / San Juan, PR / Apply by 4/11

#### **Rhode Island**

to find more sites to job hunt at in RI check out INALJ Rhode Island home page: [http://inalj.com/?page\\_id=56426](http://inalj.com/?page_id=56426)

[Systems Integ Advisor](#) / Dell / Providence, RI

[Software Development Internship-Simulations Applications](#) / Dassault Systems / Johnston, RI

[IT Infrastructure Solutions Architect](#) / CSI / Providence, RI

[Senior Business Intelligence Developer](#) / Citizens Bank / Providence, RI

[Commons Librarian, Head of Research & Education](#) / Providence College, Phillips Memorial Library / Providence, RI / Job ID #0003238

## South Carolina

to find more sites to job hunt at in SC check out INALJ South Carolina home page: [http://inalj.com/?page\\_id=56428](http://inalj.com/?page_id=56428)

[Data Analyst](#) / Richland Library – Main/ Columbia, SC

[Outreach Library Bus Driver](#) / Richland Library – Main/ Columbia, SC

[Media Specialist](#) / Florence School District 1 – North Vista Elementary School/ Florence, SC

[Media Specialist](#) / Beaufort County School District – Port Royal Elementary School/ Port Royal, SC

[Media Specialist](#) / Orangeburg Consolidated School District Three - St. James-Gaillard Elementary School/ Eutawville, SC

[Library Specialist](#) / Clemson University - Library Depot/ Anderson, SC/ Apply by 4/15

[Visitor Services Assistant](#) / Department of the Interior - National Park Service/ Charleston, SC/ Apply by 4/18

[Visitor Services Assistant \(Recent Grad\)](#) / Department of the Interior - National Park Service/ Charleston, SC/ Apply by 4/18

[Visitor Services Assistant \(Student Trainee\)](#) / Department of the Interior - National Park Service/ Charleston, SC/ Apply by 4/18

[Library Technician \(Circulation Services\)](#) / Air Force Nonappropriated Fund (AFNAF) Services Career Program / Joint Base Charleston, SC

[Library Technology Services Consultant](#) / South Carolina State Library / Columbia, SC

[Library Technician](#) / Air Force Nonappropriated Fund (AFNAF) Services Career Program - Joint Base / Charleston, SC

[Library Assistant](#) / Education Corporation of America / Florence, SC

[System Campuses Catalog and Liaison Librarian](#) / University of South Carolina / Columbia, SC

[Outreach Library Bus Driver](#) / Richland Library / Columbia, SC

[Library Assistant](#) / Virginia College/ Florence, SC

[Branch Manager](#) / Orangeburg County Library – Holly Hill Branch/ Holly Hill, SC

[Collection Development Librarian](#) / Spartanburg County Public Libraries – Headquarters Library/ Spartanburg, SC/ Apply by 4/30

[Digital Media Coordinator](#) / SC Department of Revenue/ Columbia, SC/ Apply by 4/21

[Information Literacy Librarian](#) / Spartanburg Community College / Spartanburg, SC

[Certified Teacher/Media Specialist \(#011505\)](#) / Department of Corrections / Edgefield County, SC

## South Dakota

to find more sites to job hunt at in SD check out INALJ South Dakota home page: [http://inalj.com/?page\\_id=56430](http://inalj.com/?page_id=56430)

## Tennessee

to find more sites to job hunt at in TN check out INALJ Tennessee home page: [http://inalj.com/?page\\_id=56432](http://inalj.com/?page_id=56432)

[Head, Cataloging & Metadata Services](#) / University of Tennessee / Knoxville, TN

[Metadata Librarian](#) / University of Tennessee / Knoxville, TN

[Metadata Librarian](#) / (diff link- no sure if diff job) University of Tennessee / Knoxville, TN

[Online Instruction Librarian](#) / King University / Bristol, TN / Description: [bit.ly/1RNRuPe](http://bit.ly/1RNRuPe)

## Texas



to find more sites to job hunt at in TX check out INALJ Texas home page: [http://inalj.com/?page\\_id=56434](http://inalj.com/?page_id=56434)

[Library Clerk](#) / Amarillo Independent School District / Amarillo, TX

[Assistant State Librarian](#) / Texas State Library & Archives Commission / Austin, TX / Apply by 5/13

[Librarian I – Youth Services](#) / Fort Bend County Libraries / Missouri City, TX

[Librarian I – Youth Services](#) / Fort Bend County Libraries / Richmond, TX

[Purchaser](#) / Texas State Library & Archives Commission / Austin, TX / Apply by 4/15

[Library Specialist I](#) / Texas A&M University / College Station, TX /

[Library Assistant II - Access Services](#) / Texas A&M University Commerce / Commerce, TX

[Library Specialist I](#) / Texas A&M University / College Station, TX /

[Conservation Technician](#) / Texas A&M University / College Station, TX /

[Information Specialist \(Web Content Coordinator\)](#) / Texas Historical Commission / Austin, TX

[Humanities Librarian for the Fine Arts](#) / University of Texas Libraries / Austin, TX / Apply by 4/25

[Business Librarian](#) / Texas A&M University / College Station, TX / Apply by 4/26

[Librarian I/Librarian II](#) / City of Richardson / Richardson, TX

## Utah

to find more sites to job hunt at in UT check out INALJ Utah home page: [http://inalj.com/?page\\_id=56436](http://inalj.com/?page_id=56436)

[Executive Director](#) / Salt Lake City Public Library / Salt Lake City, UT

[Digital Metadata Librarian](#) / Mountain West Digital Library / Salt Lake City, UT

[Digital Archivist](#) / Western Governors University / Salt Lake City, UT

## Vermont

to find more sites to job hunt at in VT check out INALJ Vermont home page: [http://inalj.com/?page\\_id=56438](http://inalj.com/?page_id=56438)

## Virginia

to find more sites to job hunt at in VA check out INALJ Virginia home page: [http://inalj.com/?page\\_id=56440](http://inalj.com/?page_id=56440)

[Librarian](#) / Virginia International University / Fairfax, VA

[Research Librarian](#) / CNA / Arlington, VA

[Archives Technician](#) / AECOM Corp – Worldwide HQ / Springfield, VA

[Media Archivist](#) / Talent Orchard / Chantilly, VA

[Research Librarian](#) / CNA / Arlington, VA

[Librarian \(Law\)](#) / Patent and Trademark Office / Alexandria, VA

[Librarian](#) / Library of Congress / Culpeper, VA

[Digital Projects Coordinator](#) / Virginia Tech / Blacksburg, VA / Apply by 4/28

[Part-time Library Assistant](#) / Haymarket Gainesville Community Library / Haymarket, VA / Apply by 4/11

[Research Librarian Associate](#) / Virginia Transportation Research Council, VDOT Research Library / Charlottesville, VA / Apply by 4/22

[Media Archivist](#) / Talent Orchard / Chantilly, VA

## Washington

to find more sites to job hunt at in WA check out INALJ Washington home page: [http://inalj.com/?page\\_id=56442](http://inalj.com/?page_id=56442)

## West Virginia

to find more sites to job hunt at in WV check out INALJ West Virginia home page: [http://inalj.com/?page\\_id=56444](http://inalj.com/?page_id=56444)

### **Wisconsin**

to find more sites to job hunt at in WI check out INALJ Wisconsin home page: [http://inalj.com/?page\\_id=56446](http://inalj.com/?page_id=56446)

[Serials/Electronic Resource Management Librarian](#) / Cardinal Stritch University / Milwaukee, WI / Apply by 4/11  
[Youth Services Coordinator](#) / Monroe Public Library / Monroe, WI / Apply by 4/21

### **Wyoming**

to find more sites to job hunt at in WY check out INALJ Wyoming home page: [http://inalj.com/?page\\_id=56449](http://inalj.com/?page_id=56449)

[Director](#) / Lincoln County Library System / Kemmerer, WY  
[Executive Director](#) / Carbon County Library System / Rawlins, WY  
[Substitute Information Specialist \(PT\)](#) / Carbon County Library System / Rawlins, WY  
[Youth Services Librarian](#) / Campbell County Public Library / Gillette, WY / Apply by 5/3  
[Executive Director](#) / Carbon County Library System / Rawlins, WY  
[Substitute Information Specialist \(PT\)](#) / Carbon County Library System / Rawlins, WY  
[Library Media Specialist](#) / Sweetwater County School District #1 / Rock Springs, WY  
[Executive Director](#) / Carbon County Library System / Rawlins, WY  
[Substitute Information Specialist \(PT\)](#) / Carbon County Library System / Rawlins, WY  
[Museum Assistant \(PT\)](#) / Rockpile Museum / Gillette, WY  
[Tour Guide \(PT\)](#) / Buffalo Bill Center of the West / Cody, WY  
[Assistant Curator](#) / Cody Firearms Museum of the Buffalo Bill Center of the West / Cody, WY / Apply by 5/1  
[Curatorial Assistant](#) / Whitney Western Art Museum at the Buffalo Bill Center of the West / Cody, WY / Apply by 5/1

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## **CANADA**

### **Alberta**

to find more sites to job hunt at check out INALJ Alberta home page: [http://inalj.com/?page\\_id=5931](http://inalj.com/?page_id=5931)

### **British Columbia**

to find more sites to job hunt at check out INALJ British Columbia home page: [http://inalj.com/?page\\_id=5933](http://inalj.com/?page_id=5933)

### **Manitoba**

to find more sites to job hunt at check out INALJ Manitoba home page: [http://inalj.com/?page\\_id=5934](http://inalj.com/?page_id=5934)

### **New Brunswick**

to find more sites to job hunt at check out INALJ New Brunswick home page: [http://inalj.com/?page\\_id=5935](http://inalj.com/?page_id=5935)

## **Newfoundland & Labrador**

to find more sites to job hunt at check out INALJ Newfoundland & Labrador home page: [http://inalj.com/?page\\_id=5939](http://inalj.com/?page_id=5939)

## **Northwest Territories, Nunavut & Yukon**

to find more sites to job hunt at check out INALJ NWT, Nunavut & Yukon home page: [http://inalj.com/?page\\_id=102592](http://inalj.com/?page_id=102592)

## **Nova Scotia & PEI**

to find more sites to job hunt at check out INALJ Nova Scotia & Prince Edward Island home page: [http://inalj.com/?page\\_id=5941](http://inalj.com/?page_id=5941)

## **Ontario**

to find more sites to job hunt at check out INALJ Ontario home page: [http://inalj.com/?page\\_id=57040](http://inalj.com/?page_id=57040)

[UX Developer](#) / Coreworx Inc. / Kitchener, ON

[Front End Web Developer](#) / Avidbots Corp / Waterloo, ON

[Social Media & Website Project Coordinator](#) / The Michener Institute / Toronto, ON / Apply by 4/12

[Records Clerk](#) / WSIB Ontario / Toronto, ON / Apply by 4/15

[Researcher, WE Family Giving](#) / Free The Children / Toronto, ON

[Digital Records Archivist](#) / University of Toronto / Toronto, ON / Apply by 4/18

[Research & IS Officer](#) / St. Joseph's Healthcare Foundation / Hamilton, ON / Apply by 4/22

[Archive Assistant \(student position\)](#) / Town of Georgina / Georgina, ON / Apply by 4/29

[Acquisitions Editor](#) / Canadian Scholars' Press / Toronto, ON / Apply by 4/15

[Archival Project Assistant, Corporate Records & Archives, Professional Development & Competence](#) / Law Society of Upper Canada / Toronto, ON

[Archives Database Research Assistant](#) / Algoma College / Sault Ste. Marie, ON / Apply by 4/11

[Assistant Editor](#) / Azrieli Foundation / Toronto, ON / Apply by 4/29

[Branch Supervisor](#) / Wellington County Library / Guelph, ON / Apply by 4/18

[Copywriter](#) / Quarry / Waterloo, ON

[Data Analyst](#) / Grand River Hospital / Kitchener, ON

[Digital Assistant](#) / Coach House Books / Toronto, ON / Apply by 4/18

[Health Records Clerk](#) / Grand River Hospital / Kitchener, ON

[Health Records Clerk](#) / Grand River Hospital / Kitchener, ON

[Health Records Clerk](#) / Grand River Hospital / Kitchener, ON

[Health Records Technician/ Coder](#) / Grand River Hospital / Kitchener, ON

[Library Page \(2 positions\)](#) / Wellington County Library / Aboyne, ON / Apply by 4/15

[Privacy Analyst](#) / Grand River Hospital / Kitchener, ON

[Publicist](#) / Coach House Books / Toronto, ON / Apply by 4/18

[Senior Library Assistant, Information Services](#) / Kitchener Public Library / Kitchener, ON / Apply by 4/13

[Senior Specialist, Research Services](#) / SickKids Foundation / Toronto, ON / Apply by 4/19

[Supervisor, Technical Services](#) / Region of Waterloo Library / Baden, ON / Apply by 4/13

[Donor Stewardship Officer](#) / Laurentian University / Sudbury, ON / Apply by 4/14

[Corporate Law Clerk](#) / LexisNexis / Toronto, ON

[Museum Education Interpreter](#) / Museum of Mississauga / Mississauga, ON / Apply by 4/18

[Executive Director](#) / Eldon House Heritage Museum / London, ON / Apply by 4/29

[Marketing and Design Coordinator](#) / Brain Tumor Foundation / London, ON / Apply by 4/15  
[Digital Preservation Librarian](#) / University of Toronto / Toronto, ON / Apply by 5/6  
[Children's Summer Art Class Coordinator \(student\)](#) / Art Gallery of Algoma / Sault Ste. Marie, ON / Apply by 5/20  
[Collections and Exhibitions Assistant \(CSJ\)](#) / Hillary House National Historic Site/Aurora Historical Society / Aurora, ON / Apply by 5/15  
[Collections Management Internship](#) / Atikokan Centennial Museum / Atikokan, ON / Apply by 4/29  
[Executive Director](#) / Eldon House / London, ON / Apply by 4/29  
[Exhibitions Assistant - Summer Student Position \(YCW\)](#) / MacLaren Art Centre / Barrie, ON / Apply by 4/22  
[Gallery Assistant \(YCW\)](#) / Hamilton Artists Inc. / Hamilton, ON / Apply by 4/23  
[Museum Assistant \(Summer\)](#) / Thousand Islands Boat Museum / Gananoque, ON / Apply by 4/29  
[Museum Assistant \(YCW\)](#) / Sharon Temple National Historic Site and Museum / Sharon, ON / Apply by 4/16  
[Museum Curator](#) / University of Western Ontario / London, ON / Apply by 4/12  
[Museum Database and Collections Assistant](#) / Corporation of the County of Prince Edward / Prince Edward County, ON / Apply by 4/20  
[Programme Assistant - Summer Student Position \(YCW\)](#) / MacLaren Art Centre / Barrie, ON / Apply by 4/22  
[Programming Coordinator \(internship\)](#) / SAW Video Media Art Centre / Ottawa, ON / Apply by 5/25  
[Programming and Events Assistant \(CSJ\)](#) / Hillary House National Historic Site/Aurora Historical Society / Aurora, ON / Apply by 5/15  
[RBC Curatorial Fellowship](#) / The Power Plant Contemporary Art Gallery / Toronto, ON / Apply by 5/6  
[Student Casual Library Assistant - Allyn & Betty Taylor Library](#) / University of Western Ontario / London, ON / Apply by 4/12  
[Student Casual Library Assistant - The D.B Weldon Library](#) / University of Western Ontario / London, ON / Apply by 4/14  
[Student Casual Library Assistant - Music Library](#) / University of Western Ontario / London, ON / Apply by 4/12  
[TD Education Curatorial Fellowship](#) / The Power Plant Contemporary Art Gallery / Toronto, ON / Apply by 5/6  
[Visitor Services Assistant - Summer Student Position \(YCW\)](#) / MacLaren Art Centre / Barrie, ON / Apply by 4/22  
[Visitor Services Representative \(student\)](#) / Art Gallery of Algoma / Sault Ste. Marie, ON / Apply by 5/20

## Quebec

to find more sites to job hunt at check out INALJ Quebec home page: [http://inalj.com/?page\\_id=5945](http://inalj.com/?page_id=5945)

[Archiviste ou spécialiste de la documentation récemment diplômé \(programme Jeunesse Canada au travail\)](#) / Bibliothèque de la danse Vincent-Warren / Montréal, QC / Apply by 4/15  
[Coordonnateur au service des ressources didactiques et documentaires](#) / Cégep Marie-Victorin / Montréal, QC / Apply by 4/15  
[Directeur, directrice de la bibliothèque](#) / Bibliothèque Myriam et J.-Robert Ouimet, HEC Montréal / Montréal, QC / Apply by 4/19  
[Spécialiste en ressources documentaires](#) / Université Laval / Québec, QC / Apply by 4/14  
[Technicien ou technicienne en documentation](#) / Collège Reine-Marie / Montréal, QC / Apply by 4/24  
[Technicien\(ne\) du savoir](#) / Therrien Couture avocats S.E.N.C.R.L. / Laval, QC  
[Technicien\(ne\) en documentation](#) / Cégep de Saint-Hyacinthe / Saint-Hyacinthe, QC / Apply by 4/18  
[Agent à la numérisation](#) / Bureau de la sécurité privée / Saint-Laurent, QC  
[Bibliotechnicien ou bibliotechnicienne](#) / Ville de Val-d'Or / Val-d'Or, Qc / Apply by 4/15  
[Étudiant\(e\) – technicien\(ne\) en gestion de documents et archives](#) / Arrondissement de Côte-des-Neiges–Notre-Dame-de-Grâce / Montreal, QC / Apply by 4/11  
[Technicien en documentation](#) / Bibliothèque et Archives nationales du Québec (BAnQ) / Montreal, QC / Apply by 4/13

## Saskatchewan

to find more sites to job hunt at check out INALJ Saskatchewan home page: [http://inalj.com/?page\\_id=5946](http://inalj.com/?page_id=5946)

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## UK & Ireland

## **Ireland**

to find more sites to job hunt at check out INALJ Ireland home page: [http://inalj.com/?page\\_id=7707](http://inalj.com/?page_id=7707)

## **UK**

to find more sites to job hunt at check out INALJ UK home page: [http://inalj.com/?page\\_id=77527](http://inalj.com/?page_id=77527)

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## **International (other countries)**

### **International**

to find more sites to job hunt at check out INALJ International home page: [http://inalj.com/?page\\_id=8008](http://inalj.com/?page_id=8008)

(check out both links for each)

[Information Management Officer](#) / NATO / Brussels, Belgium / Apply by **6/1**

[Chief Archivist](#) / Central European University Open Society Archives / Budapest, Hungary

[Senior Librarian](#) / European Molecular Biology Laboratory / Heidelberg, Germany / Apply by **4/13**

[Information Management Officer](#) / NATO HQ / Brussels, Belgium / Apply **by 4/29**

[Chief Archivist](#) / Central European University / Budapest, Hungary

[Senior Documentation and Information Assistant](#) / OSCE Secretariat / Prague, Czech Republic / Apply **by 4/19**