

Position Title: Youth Services Coordinator

Location: Sparta Free Library in Sparta, Wisconsin

Salary: \$37,000 - 43,000, dependent on education and experience; SFL full-time employees enjoy competitive salaries, flexible schedules, and a range of excellent benefits, including but not limited to health insurance, dental insurance, Wisconsin Retirement System Defined Benefit Plan, Paid Time Off (PTO) and holiday pay, education reimbursement and compensatory pay

Hours: 40 hours per week, some evenings and weekends

Job snapshot: Under the direct supervision of the Library Director, the Youth Services Coordinator is responsible for managing and implementing resources, services, and programming for youth from birth through the high school years and their caregivers, including developing, promoting, and presenting programs, events, classes, and tours for youth; providing outreach services; and management of the children's and young adult collections, including purchasing, cataloging, and weeding. The successful candidate will be dynamic, creative, tech savvy, adaptable to changing priorities and library practices, work well independently and as part of our friendly team. Exceptional customer service skills are a necessity. The Youth Services Coordinator serves as a member of our supportive library leadership team and will assist with our upcoming expansion and remodel plans.

Library snapshot: This is an exciting time for the Sparta Free Library, a 2-story Carnegie Library located in Monroe County in western Wisconsin, with plans for an upcoming expansion and remodel in the near future. The library is an active member of the Winding Rivers Library System with 7 full time and 5 part time and support staff working as a team to provide innovative services to the growing community. Excellence in children's, teen, and adult programming, technology training, and special events are hallmarks of this historic, community-oriented library.

Educational requirements: MLS or MLIS from an ALA-accredited institution, or comparative degree and experience, with emphasis on youth materials and programming. Candidates nearing completion of the MLIS or comparative degree will be considered.

Preferred experience: Experience working with youth in a public library or comparable environment

APPLICATION PERIOD EXTENDED: To apply, e-mail a cover letter of interest, resume, and 3 references (including addresses, phone numbers and emails) to Library Director, at sfljobs@wrlsweb.org. Applications received by Friday, January 28, 2022 will be given first consideration. All e-mail applications will be acknowledged.

Please find the official job position description and application information at <http://www.spartalibrary.org/about-2/employment/> Sparta Free Library and the City of Sparta is an Equal Opportunity Employer.