



Immediate Opening: Substitute Librarian for Sundays

The Eastchester Public Library is seeking an energetic, customer service-oriented, tech-savvy Substitute Librarian for Sundays.

Responsibilities

- Provides reference, reader's advisory service, and computer and technology assistance to adults, teens, and children.
- Assists with Museum Pass reservations using LibCal.
- Provides information about library programs.

Qualifications

- ALA Accredited MLS/MLIS/MSLS degree and NYS Public Librarian Professional Certificate
- Ability to work well with public and foster positive relationships with library patrons
- Familiarity with library-related technology. Experience with Evergreen and LibCal is a plus!
- Attention to detail and the ability to work well, independently and cooperatively with library staff.
- Excellent written and oral communications skills
- Flexibility to assist in all areas of public library service, including Children's.

Note: The ideal candidate is available to work Sundays from October through May.

Compensation: \$25 per hour. Optional participation in New York State and Local Retirement System. To apply, please submit a cover letter, resume and references to Library Director Tracy Wright at twright@eastchesterlibrary.org.