



WHITE
PLAINS
PUBLIC
LIBRARY

Librarian II Adult Services Position Opening July 3, 2024

The White Plains Public Library has an opening for a Librarian II to grow our successful marketing and public relations program while also providing public service through reference work and programming.

This Librarian II will develop a public relations program to create positive relationships between the Library and its public; publicize library activities through social media platforms, a digital newsletter, and other channels; promote specific events; and nurture engagement between the Library and White Plains' communities through marketing. In addition, you will provide reference and reader's advisory services, instruction, assistance with technology, and plan and implement programs for adults.

The successful candidate must be an excellent collaborator, overseeing all aspects of library marketing and is responsible for maintaining brand consistency and standards. She or he must possess excellent written and verbal communication skills, expertise with social media, be creative, and enjoy working independently. Experience in public service, marketing or public relations is a plus. Finally, she or he needs to be outward looking, focused on the needs of White Plains.

The Library, in conjunction with our stated goals in our strategic plan, is actively looking to create more equitable and inclusive programs and experiences for our patrons. In its 2022-2024 Strategic Plan, the Library committed to equity, diversity and inclusion, holding them as core values. We welcome all people and provide equitable access to Library services, programs and resources. We offer programs, services, materials, and resources that respect, support, and represent the diversity of White Plains and are informed by engagement with our community. We provide a diverse and inclusive workspace and seek to attract and retain staff that reflect the diversity of White Plains. For the Library's complete Strategic Plan, visit <https://whiteplainslibrary.org/policies/plan>.

The City of White Plains is located 25 miles north of New York City in Westchester County. Home to 57,000 residents, the City's population expands to 150,000 every workday as thousands of people travel to the City for work or school. The modern downtown has enjoyed ongoing revitalization with expanded shopping, dining and residential options. With a Metro-North commuter railroad station—the busiest in the lower Hudson Valley—and a bus transit center, people from all over Westchester County and beyond make White Plains a destination for work, leisure and study.

Starting salary is \$73,346; excellent benefits.

Minimum Qualifications: Master's degree in library or information science (MLS/MSIS) from a program that is accredited by the American Library Association or recognized by the New York State Education Department as following accepted education practices. Two or more years of professional library experience. Supervisory experience preferred. Applicants must be available to work evening as well as weekend hours.

Special Requirements: Eligibility for a New York State Public Librarian's Professional Certificate at the time of application; possession of certificate at the time of appointment. The successful candidate will also be required to submit a training and experience questionnaire and be reachable for permanent appointment.

Additional Considerations: Fluency in language(s) other than English is a plus.

The City of White Plains is an Equal Opportunity Employer.

If interested, please email cover letter and resume by Friday, July 26 to: Tim Baird, Manager of Adult Services, tbaird@whiteplainslibrary.org. Please put "Librarian Opening" in the subject line.