

## ELYRIA PUBLIC LIBRARY

Job Title: Outreach/Bookmobile Librarian – Full Time-37.5 hours  
Initial Assignment: Outreach/Bookmobile  
Immediate Supervisor: Outreach Coordinator  
Positions Supervised: None  
Position effective: 8/22/2022

### **JOB RESPONSIBILITIES:**

Create an inclusive atmosphere and positive experience for all patrons while performing various tasks that are for the good of the library. Must exhibit the Elyria Public Library's Mission, Vision, and Values in everyday activity. Endurance and patience are also a must, as you'll often handle multiple duties at the same time in order to keep the library running smoothly. Promotes library services to the community through outreach and bookmobile events.

### **QUALIFICATIONS:**

- Design and implement programs for the bookmobile and outreach services.
- Collection development: evaluate bookmobile collection; recommend allocation of materials budget to the Outreach Coordinator; select and weed library materials
- Establish relationships with various organizations within the community to promote library services and facilitate programming and service delivery.
- Implements outreach programming, as needed, under the direction of the Outreach Coordinator.
- Under the direction of the Outreach Coordinator, create, implement, and present programs for use in the library and in the community.
- When assigned, assure that the bookmobile and equipment are in good working order. Resolve or report maintenance problems.
- As assigned, drive bookmobile, assist with maintaining bookmobile.
- Master's degree in Library Science from an American Library Association accredited school.
- Valid driver's license with an acceptable driving record and proof of insurance are required. Must meet insurability requirements of the library's insurance provider to operate the Bookmobile.
- Work attendance will be considered.

Hours: 37.5 hours per week, including evenings & weekends  
Starting Pay rate: \$20.33 per hour  
Current rate for a lateral move.

Full description is available on the EPLS web site.  
Apply to HR Coordinator at [apply@elyrialibrary.org](mailto:apply@elyrialibrary.org)  
EOE Drug Free Workplace