

Career Opportunity:

Head of Youth Services at Kent Library

The Kent Public Library is seeking an enthusiastic, creative full-time (35-hours per week) Head of Youth Services to develop and oversee the Library's children's and young adult collections and programs. The successful candidate will lead a team including a children's programming specialist, already on staff. Must have a genuine desire to encourage a love of reading and learning in children and teens.

Specific responsibilities include:

- Work with the Youth Team to plan, promote, implement, and evaluate programs for children, young adults, and families
- Maintain and develop the children's and young adult collections, selecting and ordering materials. The Kent Library has a generous materials budget.
- Work with local schools to introduce young people to the Library

The candidate must have strong customer service skills and be able to work with people of all ages and temperaments, especially with children and young adults, and enjoy working as part of a team. Must be knowledgeable about current and emerging library technology

Will ordinarily work Mondays through Fridays, working on occasional weekends and evenings when needed for special programs.

SPECIAL REQUIREMENTS:

1. Eligibility for a New York State public librarian's professional certificate at time of application for appointment.
2. Possession of a New York State public librarian's professional certificate at time of appointment.
3. One (1) year of experience working with children and/or young adults in recreational, youth, park service, cultural or educational enrichment activities."

There are currently two ways that an individual can meet the educational requirements to receive a professional New York State Librarian Certificate:

1. Hold an ALA-accredited Masters in Library and Information Science (MLIS) or a library degree from a library school located explicitly in New York.
2. Have six graduate credit hours from an ALA-accredited school, hold a New York State Public Librarian conditional certificate, and have two years of satisfactory professional experience at a library located anywhere in the United States. For further information on qualifications needed to hold a New York State Public Librarian conditional certificate, please visit [Westlaw website](#).

The salary is between **\$49,000 and \$53,000**, depending on education and experience. Benefits include paid vacation and sick leave and health insurance. This is a competitive Putnam County Civil Service position. If you are interested, please send a resume and cover letter to **cdonick@Kentlibrary.org** and mention "Head of Youth Services" in the title. First consideration will be given to applicants who respond by September 7. You will also need to apply to take the Librarian I (Youth Services) Putnam County civil service test at at: <https://putnam.munisselfservice.com/employmentopportunities/default.aspx> on or before the last filing date of **September 10, 2022**.