

**Title:** Librarian 1 [Teen Services]

**Open:** 08/8/17

**Close:** Open Until Filled

**Location:** Little Egg Harbor Branch

**Schedule:** FT - 35 hour work week –evenings and Saturday in rotation.

**Salary:** \$46,000 per annum

**Announcement Number:** P-110-17-69

The OCL was named one of **America's Star Libraries** in 2010 and 2011 by Library Journal and is the recipient of the **2007 National Medal for Museum and Library Services**. The OCL serves over 575,000 residents from 32 municipalities in Ocean County, New Jersey. The OCL is located at the beautiful New Jersey Shore, a major tourist destination and desirable retirement locale, conveniently situated near both the New York and Philadelphia metropolitan areas. The OCL system has over 600 employees at 21 locations and enjoys an excellent reputation with citizens and county government. The OCL is strongly committed to its vision of "Connecting People, Building Community" and has a tradition of excellence in providing services and lifelong learning experiences and opportunities for individuals and families at all stages of life including children, teens, young adults, adults, and older adults. The OCL is proud to be a leader in serving diverse populations and is committed to diversity and inclusion at all levels of our Library system and seeks others to join us on this journey. The Library's four strategic goals reflect that commitment: 1) The Library is the heart of the community; 2) The Library nurtures growth and change; 3) Ocean County residents use and champion the Library; and 4) The Library is committed to organizational excellence.

**General Description:** Librarian 1 is an entry-level position, which moves into the classification of Librarian 2 upon the successful completion of all Civil Service requirements. The Librarian 1 / Librarian 2 serves as part of the branch team in providing service to all customers, but may specialize in youth services, teen services, or information services. Under the direction of the Librarian 3, the Librarian 1 / Librarian 2 plans, organizes, and evaluates programs in accordance with the Ocean County Library Mission, Goals, Standards, Diversity Plan, and Strategic Plan. This includes community outreach, participating in System-wide committees and initiatives, and attending staff or departmental meetings.

The Librarian 1 provides Reference and Readers' Advisory services, speaks to groups and community organizations, and champions the Diversity Initiative for inclusive service to the public. The Librarian 1 maintains a popular, inviting collection, deselects worn, out of date, or unused items, and communicates with System Selectors to meet local collection needs. In addition, the Librarian 1 may provide database or other technology-related instruction to staff and public, singly or in groups.

**Teen Services:** The Librarian 1 for teen services understands adolescent development, has a good rapport with teens, is familiar with classic and contemporary teen literature,

and provides programs from upper elementary school through high school. The Librarian 1 provides outreach to students and teachers, gives book talks, and is able to generate excitement about reading and library services to customers, which may include at risk youth and youth in detention centers.

**Knowledge, Skills, and Abilities:**

- Knowledge of theories, principles, and techniques of librarianship
- Ability to communicate verbally and in writing clearly, concisely, and informatively
- Ability to prepare informative statistical and narrative reports
- Ability to work harmoniously with peers, subordinates, and customers
- Ability to understand and follow Ocean County Library policies, procedures, and collective bargaining agreements
- Ability to meet or exceed Ocean County Library's Reference Competencies 1, 2, and 3
- Knowledge of current trends in librarianship and ability to keep current with available electronic resources

**REQUIREMENTS**

- A Master's degree in Library or Information Sciences in a library program accredited by the American Library Association or from a New Jersey College Master's program in Library Science that has been deemed acceptable by Thomas Edison State College.
- If you will earn your degree within 6 months of the closing date of this announcement, you will be considered eligible for an appointment to the title of Library Associate until you are able to show proof of graduation
- A New Jersey Professional Librarian certificate (or ability to obtain one within 1 year of employment)
- Mastery of the core competencies for librarians of the New Jersey Library Association
- For Librarian 1, one year of librarian experience

***Appointees will be required to possess a driver's license valid in New Jersey as the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.***

Please send email including resume and application to **Justine Dambroski** at [jdambroski@theoceancountylibrary.org](mailto:jdambroski@theoceancountylibrary.org) no later than 5 pm on the closing date. Application packets may also be mailed to:

Ocean County Library (Attn: J. Dambroski, HR)  
101 Washington Street  
Toms River, NJ 08753-7625

**Announcement numbers should be posted on the subject line of the email bid.**

