

**City of East Lansing
East Lansing Public Library
Youth Services Specialist**

PAY RATE: \$18.05 /hour
BEST CONSIDERATION DATE: September 6, 2019
HOURS PER WEEK: 20 hours per week. Contingent, at-will position.
Includes night and weekend hours

The East Lansing Public Library (ELPL) is seeking a dynamic, part-time Youth Services Specialist with a strong knowledge of early literacy, childhood development and of science, technology, engineering, arts, and math (STEAM) programming. We seek someone with strong customer service experience, proven ability to work effectively in a team environment and an interest in developing new skills.

Our Youth Services Specialist will work with the ELPL Youth Services Team to develop creative STEAM, maker, technology-centered, and early literacy-based children's programming. We are looking for someone with demonstrated experience providing storytime, story-telling, community outreach and who has an interest in children's literature and early childhood education.

All ELPL staff may: work evenings and weekends; serve on the library service desk or at the Maker Studio; provide basic technology instruction; participate in the planning, implement and evaluate services; and assist in the care of the facility and collection maintenance.

REQUIRED

- Bachelor's degree
- Experience with children's programming including storytimes.
- Demonstrated ability to communicate effectively both orally and in writing.
- Demonstrated computer proficiency.
- Demonstrated experience with customer service.

PREFERRED

- Demonstrated experience with reference and circulation services delivered in person and by phone.
- Experience working in a public library setting.
- Experience with STEAM-based curricula and learning.
- Demonstrated success with community outreach.

PHYSICAL REQUIREMENTS

- Ability to withstand routine and repetitive motions such as bending, reaching, standing, and pushing.

- Ability to lift library materials weighing up to 50 lbs., and to push book trucks weighing between 100 and 200 lbs.

WORK ENVIRONMENT

The East Lansing Public Library is a 26,000 square foot facility including meeting room space, quiet study areas, a teen reading area, an 1,100 square foot Maker Studio, and over 3,000 square feet of Children's space. The library is located just north of Michigan State University and is committed to providing services to the diverse MSU/East Lansing community. We employ more than 30 full- and part-time staff committed to providing a place and resources where people gather to share information and ideas to enrich lives and foster community.

To apply, please e-mail a resume and cover-letter addressing how your experience meets the position preferences, along with a completed [COEL application](#), to:

East Lansing Public Library
Brice Bush, Head of Customer Experiences
bbush@cityofeastlansing.com