

Reference Librarian

Part Time

Hours:

24 hours per week (3-4 days per week, including one evening, and 2-3 weekend shifts per month)

Salary: \$23.00/hour

The Adult Services department at the Park Ridge Public Library seeks an enthusiastic librarian with excellent customer service skills and strong knowledge of resources and technology.

Duties include assisting patrons at the Reference desk and in our makerspace [The Studio](#), teaching classes in the [Media Lab](#), and helping with department projects.

Requirements: Master's degree in Library Science required. Candidate must have familiarity with research; demonstrated customer services skills; and the ability to work independently and manage multiple projects and deadlines. Knowledge of computers and technology is required.

To Apply

Deadline Date:

Open until filled

Application Note:

Applicants must submit the following Completed [PRPL Application for Employment](#) (required for consideration)

- Cover letter
- Resume

Application Contact:

Laura Scott, Adult Services Manager; please email to lscott@parkridgelibrary.org

Apply To:

Park Ridge Public Library

20 S. PROSPECT AVENUE

PARK RIDGE, IL 60068

Email address: lscott@parkridgelibrary.org

Web: <https://www.parkridgelibrary.org/employment/>