

# POSITION OPENING

## Adult Services Librarian Part-Time

**Duties:** Provide friendly, service-oriented readers' advisory, research assistance, and instruction in use of library resources to library users. As part of the Adult Services department team, you will handle collection development responsibilities and plan, coordinate, and evaluate programs.

- Part-Time, 20 hours per week on site at Highland Park Public Library
- \$25.00 - \$30.00 per hour depending on qualifications
- 60 Hours Paid Vacation Time per year
- 48 Hours Paid Sick Time per year
- IMRF Retirement Benefits

**Requires:** Master's Degree in Library and Information Science from an ALA-accredited institution  
Bilingual (Spanish/English) ability is desirable.  
Knowledge of non-fiction areas, specifically literature, languages, and technology.  
Knowledge of music collections and resources.  
Excellent communication skills.  
Experience with content management systems is desirable.

**Schedule:** Part-Time, 20-hour workweek, including evening and weekend hours.

**Salary:** \$25.00 - \$30.00 depending on qualifications

**Apply to:** Send resume and cover letter to:

Cynthia Medrano  
Adult Services Manager  
Highland Park Public Library  
494 Laurel Avenue  
Highland Park, Illinois 60035  
Human-resources@hplibrary.org

### **About the Library**

*The Highland Park Public Library team recruits creative, enthusiastic, and caring individuals whose work will build relationships and enrich lives. We work to create and support an environment of equity, diversity, and inclusion for the benefit of our employees, our collections, our programs and services, and our community. Our most valuable resource is our team. Join us!*