

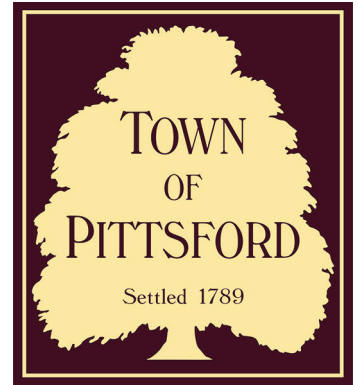
JOB OPENING

Pittsford Community Library

Position: **Librarian III - Provisional**
(Full-Time)

Posted: November 01, 2018

Deadline: November 30, 2018



The Town of Pittsford has an opening for the position listed above.

The Library seeks an energetic, positive, innovative, customer-oriented professional to serve as Assistant Director. Responsibilities include: assisting with daily operations; managing circulation services; overseeing technology, programming, and outreach initiatives; and developing community relationships. The position requires administrative and diplomatic skills, as well as a passion for community service.

Hours: Full time, 37.5 hours per week with occasional evenings and a weekend rotation.
Permanent appointment after reachable status on the Librarian III Civil Service exam.

Qualifications: Master's degree in library science from an ALA-accredited school; knowledge and experience with library technologies, computer software and hardware, emerging technologies, and their application to library services; excellent customer service skills; excellent communication skills; budgetary skills, including experience pursuing and administering grants and other funding opportunities.

Salary: Starts at \$53,093

Responding to the Town of Pittsford residents for information and concerns is an important aspect of this job. The candidate must have the ability to communicate effectively with the general public and act as a representative for the Town of Pittsford.

Background checks are required for all employment in the Town of Pittsford. All offers will be subject to successful completion of an acceptable background check.

Interested candidates should send an application, cover letter & resume by mail, email or fax to:

Town of Pittsford
11 South Main Street
Pittsford, NY 14534
Attn: Personnel Department

Email to: cfleming@townofpittsford.org
Fax to: (585) 248-6247
For an employment application, click [HERE](#)