

The City of Beaverton is Hiring:

# ADULT SERVICES LIBRARIAN

Beaverton City Library

**Application Deadline: September 23, 2016, at 4:30 p.m. PDT**

## THE POSITION

The Beaverton City Library Adult Services Division is proud to provide excellent services to the Beaverton community through outstanding collections, innovative library programming, outreach, reference, readers' advisory and technology assistance.

This position will primarily focus on programming, fiction collection development and providing excellent customer service. The position includes evening and weekend hours.

**This is a 30 hour per week position with full medical benefits.**



## THE IDEAL CANDIDATE

We seek a customer-service oriented librarian to join the Adult Services team at our beautiful Beaverton City Library. The ideal candidate will:

- Serve adults with innovative services and programming.
- Creatively seek ways to engage with our local community.
- Promote reading and books for adults.
- Have excellent interpersonal skills and the ability to communicate effectively and appropriately with people from diverse backgrounds.
- Be knowledgeable about publishing trends.
- Provide readers advisory and reference assistance through a variety of means.
- Thrive in a fast-paced environment.
- Be familiar with pop, social, cultural and technological trends which impact adult's lives. Have the ability to use this knowledge to develop relevant, high-impact library services and experiences.
- Work with individuals and organizations in the community to develop partnerships.
- Be willing to try new ideas and learn from both success and failure.
- Enjoy working in a team environment.
- Be technologically savvy, looking at trends and how they might improve library services.

### *Minimum Qualifications*

- Master's Degree in library science from an American Library Association accredited school
- Some professional library experience
- Ability to pass reference check and background check

### *Preferred Qualifications*

- Public library experience in collection development, reference, and programming
- Ability to read, write and speak in fluent Spanish
- Familiarity with technological and fiction trends

## RESPONSIBILITIES

Essential functions of the job include:

- Developing and maintaining assigned area of library's collection using data and research tools.
- Developing and implementing programs and services for adults.
- Answering reference and reader's advisory questions.
- Instructing patrons in use of library resources.
- Supporting and respecting diversity in the workplace.
- Performing other duties as assigned.

Apply at [BeavertonOregon.gov/jobs](http://BeavertonOregon.gov/jobs) or at

City of Beaverton Human Resources Department

12725 SW Millikan Way

Beaverton, OR 97005

SUPPLEMENTAL Q'S

1. Describe a service that Beaverton City Library could provide that would feature books and reading for adults.
2. What do you think makes you a particularly strong candidate for this position?



COMPENSATION

**Salary Range:** \$23.16 - \$31.05 per hour

Starting salary will be determined depending on relevant work experience. Employees who are assigned by the city to use their bilingual skills shall receive a differential of 4% above their base rate. The city pays the full retirement contribution to PERS; provides employees with an opportunity to participate in a deferred compensation retirement plan; and offers excellent health, dental, vision and life insurance coverage. This is a regular 0.75 FTE position, as such, some benefits are prorated.



ABOUT BEAVERTON

Beaverton prides itself on being The Best of Oregon. It's a place that's growing and thriving but it still has a small town heart and strong sense of community. Beaverton is the sixth largest city in Oregon and is home to approximately 94,000 people. It is a diverse community where one-in-three people are a person of color and more than 100 languages are spoken in our schools.

The City of Beaverton is known as an organization that values public service. Our nationally recognized community vision is our beacon. Residents continually give the city high marks, with 71 percent saying things are headed in the right direction. Our police and library services receive satisfaction ratings of over 90 percent with public works and community involvement ratings coming in at the upper eighties.

The city's economic base is strong. The city has consistently been ranked as one of the safest in the Pacific Northwest. Beaverton is known for its quality neighborhoods, parks and schools. There are a full range of housing choices, with new exciting urban housing developments underway in our downtown.

*Qualifying veterans and disabled veterans may obtain preference by submitting as verification of eligibility a copy of the Certificate of Release or Discharge from Active Duty (DD Form 214 or 215) or a letter from the US Department of Veterans Affairs indicating receipt of a non-service connected pension. Disabled veterans must also submit a copy of their veteran's disability preference letter from the Department of Veterans Affairs, unless the information is included in the DD Form 214 or 215. Veterans' preference documentation must be submitted with your application.*

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