**Immediate opening for a Youth Services Manager – Full time (35 hrs)**

**Compensation: Salary is based on experience; includes dental and vision insurance options, optional 403b pension plan, and generous leave allotments**

The Eva K. Bowlby Public Library is seeking an energetic, team-oriented individual with a strong commitment to serving the community as a full-time Youth Services Manager (includes evening and weekend rotations).

# The ideal candidate has a passion for being of service to the community by supporting young people, their families, caregivers, and educators. Candidate must have the ability to create a fun environment that fosters exploration, discovery, lifelong learning, and a love of reading! Professional duties will cover the full scope of library services within a teamwork environment. The youth services manager creates, coordinates, and oversees the services and programs delivering high-quality programming and outreach for children and youth 0 – 18 years. Other responsibilities include collection development, developing engaging programs, utilizing social media platforms to deliver communications, and readers advisory recommendations.

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Minimum Qualifications: A Master's Degree in Library & Information Science (MLIS) from a college/university accredited by the ALA with experience in a public library preferred OR A Bachelor’s Degree and a minimum of two years’ experience working with youth is required. Strong customer service, communication, technology, and organizational skills are essential. Knowledge of library operations and materials and supervisory experience is helpful.

Applications will be accepted on a continuing basis, but for first consideration, applicants should email a completed application, resume (with the names and contact information for 3 professional references), and cover letter in PDF format to the following address: [reference@evakbowlby.org](mailto:reference@evakbowlby.org) Applications will be reviewed as they are received, so applicants should respond in a timely manner. You may apply until the job posting is removed from our website.

New employees are required to have a current PA Child Abuse History Clearance, PA State Police Criminal Record Check, and FBI Background check. Child Abuse Mandatory Reporter training will be required upon hiring.