**Head of Youth Services** - The Beekman Library seeks an enthusiastic and energetic candidate to provide exceptional youth services to our community. The perfect candidate will believe in the life-changing role libraries can play in the lives of children and teens and possess both professionalism and warmth.

**Essential Job Functions:**
- Plan, promote and conduct early literacy story times and a variety of programs for children, families and teens
- Supervise and collaborate with Youth Services Library Assistant
- Provide outreach to the local schools, early childhood programs and other community organizations
- Maintain calendar of events and program statistics
- Maintain departmental programming budget
- Assist with youth service’s collection development

**Knowledge, Skills, Abilities:**
Must have: knowledge of children’s literature and the role of S.T.E.A.M. and technology in the public library environment; passion for promoting reading and learning to children of all ages; ability to plan and implement programs that involve detail and flexibility; experience connecting with parents and children from babies through teens; ability to adapt to, and manage difficult situations professionally and compassionately; work well as a part of a team and possess excellent oral and written communication skills; be proficient in Microsoft Office, Canva and the use of social media as a promotional tool.

**Qualifications:** 3 years of library/youth services experience and 1 year of supervisory experience.

**Education:** Bachelor’s degree in education, library science or related field is required. MLS or currently pursuing MLS with emphasis on youth services is preferred.

Position is 40 hours per week including one night per week and occasional Saturdays. $41,000 per year with paid vacation, holidays, sick leave and health insurance.

**To Apply** - email cover letter, resume and contact information for three professional references to Carol Fortier, Library Director. cfortier@beekmanlibrary.org Subject Heading: Head of Youth Services Applications will be reviewed on a rolling basis starting August 25 until the position is filled.