



WEST PLAINS

The West Plains Library is a cornerstone of our community, providing resources, programs, and services that enrich the lives of our residents. We are currently seeking a dynamic and creative **Programming Librarian** to join our team. This is a part-time position consisting of approximately 20-25 hours per week.

The programming librarian focuses on developing, implementing, and evaluating a diverse range of library programs and events to engage patrons of all ages and interests. This part-time role requires creativity, enthusiasm, and a commitment to fostering a vibrant and inclusive library community. The programming librarian regularly demonstrates a commitment to high quality customer service (internal & external) and exhibits the values of the vision and mission of the City of West Plains.

KEY RESPONSIBILITIES:

- Develop and execute a comprehensive programming calendar that includes events for children, teens, adults, and seniors.
- Collaborate with library staff to integrate programming with other library services and initiatives.
- Engage with community members to assess needs and interests and incorporate feedback into program development.
- Utilize technology and digital resources to enhance programming offerings and reach a wider audience.
- Promote library programs through various channels, including social media, newsletters, and community outreach efforts.
- Stay informed about current trends in library programming and incorporate best practices into program development.

MINIMUM QUALIFICATIONS

- Minimum of 2-3 years of experience in program development, event planning, or community engagement, preferably in a library or non-profit setting.
- High School Diploma or general education diploma (GED) or Associate's and/or bachelor's degree in library sciences, education, communication, or related field.
- Possess or the ability to obtain a valid Missouri Driver's License.

SALARY AND BENEFITS

- The Programming Librarian has an hourly wage of \$16.18 per hour for non-degreed candidates and \$20.15 for degreed candidates.
- A comprehensive benefit package is not offered with this part-time position.

TO APPLY

Interested candidates should submit a resume and cover letter detailing their qualifications and relevant experience to hr@westplains.gov or delivered in-person to City Hall. All offers of employment are contingent upon successful completion of all pre-employment or post-offer testing, including but not limited to, drug and alcohol screening, thorough background investigation, credit check and medical examination.