



Job Title: Librarian
Location: Amite Branch
Appointment: Full-time
Weekly Hours: 35 hours per week
Hourly Pay Rate: \$22.00 (non-negotiable)

Job Summary

Tangipahoa Parish Library is seeking a creative, energetic, and service oriented individual to serve as the branch manager at the Amite Branch Library. The ideal candidate will have the ability to effectively apply the principals and practices of librarianship and have a strong desire to serve a diverse community. The Branch Manager is responsible for performing professional level work. This includes but is not limited to, conducting reference interviews and assisting patrons with locating information both physically in the library and electronically using databases and the internet. Work requires supervision of others and the use of independent judgment and discretion.

Requirements

- Master's degree in Library and Information Science from an American Library Association accredited library program
- Strong managerial and administrative abilities and experience
- Commitment to excellent public service
- Proven record of getting along with supervisors, co-workers and staff in a collaborative, cooperative setting
- A sense of vision and the ability to clearly express ideas and directions, both written and orally
- Ability to assimilate and interpret statistical and financial reports
- Ability to create, present and supervise programs and services to meet the needs of the Parish and its communities

Preferred Requirements

Two years management experience, preferably in a public library setting
Prior experience with managing human resource functions

Benefits Include:

- Employee portion of health insurance including vision and dental and life insurance paid by the Library
- Inclusion in the Parochial Employees' Retirement System of Louisiana
- Paid Holidays
- Accrual of vacation and sick leave

How to apply:

Visit us online at <https://www.tangilibrary.com/AboutUs/Employment.aspx> and complete the employment application.

Deadline: Until filled.

TANGIPAHOA PARISH LIBRARY IS AN EQUAL OPPORTUNITY EMPLOYER