



Shortgrass Library System (www.shortgrass.ca) is looking for a Client Services Librarian to provide outstanding library support services to 14 public libraries in Southeast Alberta.

If you can handle a diverse workload and believe in providing optimal customer service, we want to hear from you.

The successful candidate will join a small, innovative team of library service professionals and will work closely with staff in our member public libraries.

The position is offered as a 2 year contract (with possibility for renewal) and will be paid a salary commensurate with your experience level (salary range starts at \$58,973) as well as a generous benefits package of extended health and dental benefits, Short & Long Term Disability and Life Insurance. A moving allowance may also be provided.

Working from our office in Medicine Hat, you will provide in-person as well as virtual support services to libraries. For in-person visits, you will use a Shortgrass vehicle to travel to the library locations. Shortgrass member libraries will rely on you to design and deliver programming and training workshops about various resources available to both library staff and patrons.

Creativity is essential for this position, as you will coordinate the summer reading program and support libraries by developing ideas and training sessions on relevant library programs for all age groups, while being mindful of the social, economic and cultural differences in the 11 communities we serve.

As the ideal candidate you are self-directed, highly motivated, and able to operate successfully with minimal supervision.

You will have excellent computer skills and an affinity for learning new technologies. You will design and publish newsletters and advocacy materials, and provide assistance with writing grant applications. You are experienced in use of social media and are able to create engaging content and professionally respond to all inquiries and comments.

If you are interested in joining a team that puts customer service above everything else and where variety in duties from day to day is the norm, we want to hear from you.

You must have a Master of Library Science/Master of Library and Information Science degree or equivalent from an ALA-accredited program and at least some familiarity with working in a public library setting.

This is a full-time (36.25 hours/week) position, which will include evening and weekend work. If you meet the educational requirements for the position, have a clean driver's abstract, are able to pass a criminal records check (including a vulnerable sector check), and are interested in becoming part of our team serving rural communities, we encourage you to apply for the position.

Applications should include a resume and cover letter and should be sent via email to:

Petra Mauerhoff, CEO Shortgrass Library System

petra@shortgrass.ca

All applications must be received by noon on Friday, October 16th, 2020.

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. Shortgrass Library System thanks all applicants for their interest, however, only those applicants selected for an interview will be contacted.