The Department of Post-Secondary Education, Training and Labour is seeking an individual to join the New Brunswick Public Library Service as Reference Librarian working at the Fredericton Public Library.

As a member of the library team, the Reference Librarian participates in the development, provision, and evaluation of reference service in the library and in the region. The successful candidate will provide complex level reference service through traditional and electronic resources; participate in the provincial Online Reference Service; assist other libraries in the region in providing reference service; provide reader's advisory service; assist patrons with interlibrary loan requests; ensure the maintenance of reference area equipment; participate in the development of bibliographic instruction and training resources; prepare special exhibits to promote collections; conduct library tours and orient patrons on the use of the library; maintain positive relations with community organizations; promote reference service in the community; prepare book reviews and bibliographies; oversee the collection of reference statistics; conduct research and write reports; conduct indexing and preservation projects with special attention to local and family history collections; assist in maintaining collections, shelving materials and shelf reading; and other duties as assigned.

**ESSENTIAL QUALIFICATIONS:** Candidates must possess a Master’s degree in library and/or Information Studies from an ALA accredited program. Experience using e-mail, the Internet and MS-Word is required.

**Written and spoken competence in English and French is required. Please state your language capability.**

Applicants must clearly demonstrate the essential qualifications to be given further consideration. Please ensure that preferred language for assessment is identified on your resume.

The following operational requirement(s) is also required: this position requires travel, as well as daytime, evening and weekend work based on schedules. Maintaining the library collections will involve some lifting on occasion.

Prior to appointment, the successful candidate will be required to obtain a criminal record check for work with the vulnerable sector.

**BEHAVIOURAL COMPETENCIES:** The successful candidate will possess the following behavioural competencies: Client Services Orientation; Effective Interactive Communication; Information Seeking, Results Orientation; and Teamwork and Cooperation.

**TECHNICAL COMPTENCIES:** The successful candidate will possess the following technical competencies: Specialized Subject Matter Expertise and Knowledge (Strong knowledge of library automation, electronic reference tools, the principles of collection development and community relations), and Written Communication.

Résumés should be in chronological order specifying education and employment in months and years including part-time and full-time employment.

Salary: $44,954 to $62,842 per annum
We encourage applicants to apply on-line at https://www ere gnb ca/competition.aspx?lang=E&t=Y by August 26, 2020 indicating competition number: R62-2020/21-409. This competition may be used to fill future vacancies at the same level.

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Training and Labour  
Human Resource Services  
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PO Box 6000  
Fredericton, NB E3B 5H1  
Telephone: 506-453-8231  
PETL-HR.EPFT-RH@gnb.ca

We thank all those who apply however only those selected for further consideration will be contacted. Candidates registered with the Equal Employment Opportunity Program and veterans, who demonstrate they are among the most qualified, shall be given preference at the time of appointment.

We promote a scent-reduced environment.

We are an Equal Opportunity Employer.

The New Brunswick Public Service: Improving the lives of New Brunswickers every day!