

CASUAL OPPORTUNITY
(up to 1 year)
New Brunswick Public Library Service

Moncton Public Library
YOUNG ADULT AND ADULT SERVICES LIBRARIAN
Bilingual, Full-time
(Pay Band 3)
Moncton

WHO WE ARE:

The Moncton Public Library is one of 63 public libraries that make up the New Brunswick Public Library Service. As the resource centre for the Albert-Westmorland-Kent Library Region, it serves the City of Moncton and the surrounding area while providing support to the other libraries in the region and the rest of the library system. The library aims to be a place where people of all ages and backgrounds can gather while they pursue their educational, social, and recreational needs.

THE POSITION:

As the Young Adult and Adult Services Librarian, you will participate in the development, provision, and evaluation of library service for adults and young adults in the library and in the region.

You will provide library service to adults and young adults by: planning, promoting, delivering and evaluating library programs and services, including outreach initiatives and services for special needs populations; you will assist in delegating tasks and in assessing the work of employees in the Young Adult and Adult Services unit; you will provide reader's advisory and complex level reference service through traditional and electronic resources; you will orient and assist patrons in information technology and information literacy; you will engage in public, community and media relations; you will conduct research, write reports and compile statistics; you will participate in the management of collections for the library and the region; you will shelve materials and shelf read; participate in providing circulation services; and complete other duties as assigned.

Working with us will require daytime, evening, and weekend shifts (based on work schedules). Some travel may also be required. Library work will involve lifting. You will report to the Head of Adult and Young Adult Services.

TO BE SUCCESSFUL:

We are looking for people with diverse backgrounds that bring a combination of the following:

- **Behavioural Competencies:** Client Service Orientation; Effective Interactive Communication; Relationship and Network Building; Strategic Thinking; Team Leadership.
- **Technical Competencies:** Specialized Subject Matter Expertise & Knowledge; Written Communication.
- **Language:** Written and spoken competence in English and French is required.
- **Education:** Master's degree in Library and/or Information Studies from an American Library Association (ALA) accredited program.

Experience using email, the Internet and MS-Word is necessary.

Please ensure that your preferred language for assessment (English or French) is identified on your resume. You must clearly demonstrate the essential qualifications to be given further consideration.

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

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

SALARY: \$42,562 to \$68,042 per annum.

HOW TO APPLY:

Please submit your application (letter and up-to-date resume) along with a copy of a certificate confirming completion of the level of education required by email, mail or fax to the address indicated below. Please state in your letter that you are applying for the Acting Young Adult and Adult Services Librarian position at the Moncton Public Library.

Administrative Assistant
AWK Library Regional Office
644 Main Street, Suite 101
Moncton, N.B., E1C 1E2
Fax: 506-869-6022
NBPLS-SBPNB.AWK@gnb.ca

Thank you for applying. We will be contacting candidates who have been selected for further consideration. The deadline for applications is **February 12, 2023**.

A casual worker shall not be employed in any one department for more than 260 paid days in a 24-month period.

EQUAL OPPORTUNITY EMPLOYER:

We are an Equal Opportunity Employer. We are committed to building a workforce that reflects the diversity of our communities in which we live and serve. We encourage and support applications from Indigenous persons, persons with disabilities, and members of visible minority groups. Candidates registered with the [Equal Employment Opportunity Program](#) and veterans, who are among the most qualified, will be given preference at the time of selection.

Check out what it is like to work at the Government of New Brunswick, where we are working together as [One Team One GNB](#) to improve the lives of New Brunswickers every day!