



CONSULTANT LIBRARIAN (Permanent, Full-Time)

Are you looking for a rewarding position that will make a difference in rural public library services?

Peace Library System (PLS) is seeking an enthusiastic and self-motivated professional librarian to provide support to small public libraries across northwestern Alberta. This position involves regular contact with libraries to help each offer the best library service possible in their communities, and includes a particular focus on digital resources and training for public library staff. The Consultant Librarian will be customer-focused and able to communicate effectively with library managers in small public libraries.

Primary Responsibilities:

- Reporting to the Consulting Services Manager, you will share Consultant Librarian duties to 46 member public libraries.
- You will act as a central resource person for public libraries by assisting with the development of collections, programs and services, and delivering relevant training.
- You will coordinate communications & marketing initiatives and PLS participation in an annual conference (both in collaboration with the Lead team), ongoing system website updates, and production of a quarterly newsletter for member libraries.

Essential Qualifications and Skills:

- M.L.I.S. or equivalent from an accredited library school
- Prefer two years of library or related experience
- Customer-focused initiative and resourcefulness to meet library needs
- Ability to work independently
- Excellent verbal and written communication skills with an ability to adapt communication style to a variety of users
- Superior attention to detail, organizational, time management and critical thinking skills
- Extensive experience with mobile devices and apps, eResources and digital media
- Familiarity with Microsoft Office and integrated library system software, Polaris an asset but not required
- Valid driver's license, a clean driver's abstract, and willingness to travel (vehicle provided, some overnight travel required)

Starting Salary Range: \$62,843 - \$69,675

A generous benefit package commences upon completion of the six-month probationary period

Peace Library System headquarters is located in the City of Grande Prairie, approximately 450 km northwest of Edmonton. With a population of over 69,355, Grande Prairie is an active, growing community with all services and amenities, situated in the beautiful Peace Country. Peace Library System serves a municipal population of over 175,000 and a student population of 11,700 through a network of 46 public and 47 school libraries across northwestern Alberta. It is a partner with three other library systems in The Regional Automation Consortium (TRAC).

A review of applications will begin February 10, 2023. The competition will remain open until a suitable candidate has been selected. We thank all applicants but only those selected for an interview will be contacted. A complete job description is available upon request.

Interested parties should submit a cover letter, resume, and three professional references to:

Emma Stewart, Consulting Services Manager
Peace Library System
8301-110 Street
Grande Prairie, Alberta T8W 6T2
E-mail: estewart@peacelibrarysystem.ab.ca
Fax: 780-539-5285
www.peacelibrarysystem.ab.ca