



SCHOOL LIBRARY MEDIA SPECIALIST (EC-12)

Job Posting

Position: Faculty
Posting Dates: March 23-April 29, 2016
Reports to: Director of Library Services

SUMMARY

Hathaway Brown School seeks a visionary library professional to work across three divisions and two libraries, and collaborate with three additional library staff members. The successful candidate will have a strong knowledge of media services, excellent technology skills and be a passionate advocate for library services. This is a contract position which is renewable on a 12 month basis. Responsibilities include:

ESSENTIAL DUTIES AND RESPONSIBILITIES: The Library Media Specialist will:

- Work closely with the Director of Library Services and library staff across the Primary, Middle and Upper School divisions to assist in providing superior library media services to the school community.
- Promote a positive, professional relationship with students, staff, faculty, administrators and parents to bring the benefits of the libraries to the entire school community.
- Stimulate student engagement and acquisition of knowledge through original, inventive and innovative teaching practices
- Use library collection development practices to assist in maintaining and developing, superior, balanced school library collections with diverse and global points of view.
- Stay abreast of new library technologies and actively explore technologies and resources that support student learning and increase access to knowledge for students, faculty and staff.
- Teach library, information literacy, and research skills and procedures to students, faculty and staff in accordance with established school and library standards as well as national best practices.
- Attend divisional meetings and consult with and assist faculty in creating lesson plans that integrate library, media and technology resources into curricular areas.
- Participate in ongoing professional development to continually enhance personal skills related to library media services
- Supervise library processes and catalog library materials as needed.
- Demonstrate professional integrity through ethical behavior.
- Participate in various professional organizations and activities that relate to libraries, learning, literacy, and technology.
- Perform other duties as assigned.

EDUCATION AND SKILLS:

- 1 - 2 years of library and educational technology experience or equivalent combination of knowledge, education and experience. Experience working with K-12 students in an educational setting is preferred.
- An ALA accredited Master's degree in Library Science or in a related area.
- Ability to satisfactorily perform each essential function of the job.

Interested candidates should email or mail a resume and statement of teaching philosophy with cover letter to: Hathaway Brown School

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