



CITY OF LAKE OSWEGO

EMPLOYMENT OPPORTUNITY

LIBRARIAN I OR II

LAKE OSWEGO LIBRARY – YOUTH SERVICES

The City is seeking to hire a 40-hour regular status employee with focus areas in both Child and Teen services. The anticipated schedule for this position is Sunday – Thursday, with one evening shift.

The Position: The highly rated Lake Oswego Public Library is seeking a full time Librarian to join its team of committed, enthusiastic and creative professionals who strive to provide excellent customer service. Under the supervision of the Library Manager for Youth Services, the individual in this position will work with colleagues to fulfill the library's mission to inspire discovery and cultivate wellbeing by welcoming all people to read, learn and connect.

Youth Services Focus

Do you wake up in the morning driven to inspire children to dream, motivate parents to read to their children and model acceptance and compassion in a public library setting? Do you also find yourself thinking about community engagement, connected learning, and empowering young adults?

This person in this position may develop and present early literacy programming for children age 0-5 and their caregivers, as well as STEAM oriented programming for school aged children. They may also take a leadership role in developing, implementing and evaluating the overall teen services program.

Lake Oswego Library's Youth Services team places a high value on excellent customer service and provides programs, information services, and reader's advisory to a full range of youth patrons, ages 0-18.

The Ideal Candidate will be:

- **Compassionate.** Possessing the ability to foster relationships and interact well with multiple work groups and diverse individuals, demonstrating a commitment to diversity, equity and inclusion practices in public service.
- **Energetic and creative.** Excelling in creative problem solving and having an outstanding ability to prioritize and organize a variety of daily tasks.
- **Self-motivated.** Driven to contribute to a high-functioning team through strong interpersonal skills.
- **Passionate about youth services.** Committed to the Library's mission and passionate about working with children and teens of all ages and genuinely enjoying connecting with them on a daily basis.
- **A positive forward-thinker.** Innovative and not afraid to be bold and try new ideas. Prioritizes keeping up with current library trends and having a positive, growth mindset.
- **Tech savvy.** Ready to help the Library keep pace with emerging technologies.
- **Bi-lingual** in Mandarin, Spanish, Japanese, Russian or Korean and English.

This position is represented by the Lake Oswego Municipal Employees' Association/American Federation of State, County and Municipal Employees (AFSCME).

Education and Experience: A typical way of obtaining the knowledge, skills and abilities outlined above is graduation with a Master's degree in Library Science, Educational Media, or an equivalent level of education and work experience. Candidates should have excellent organization, presentation and communication skills; the ability to deal tactfully and effectively with other employees and the public including: young children, students and their caregivers. Must be able to work evenings and weekends. This position is subject to mandatory participation in electronic funds transfer (EFT) for payment of net wages (i.e., Direct Deposit or PayCard).

Annual Compensation range:

Librarian I \$53,666 - \$68,517 / annually

Librarian II \$64,836 - \$82,745 / annually

Non-cash compensation includes medical, dental, vision, PERS employee pick up, VEBA contribution, and TriMet Pass.

Bilingual Pay: Employees who can speak and/or write a language listed in the top five (5) most common languages spoken in the Lake Oswego School District, may be eligible for three percent (3%) bilingual pay.

Application Process: You may visit our web site at www.ci.oswego.or.us/jobs to access the online application process. Resumes will not be accepted in lieu of a completed job application. The City application must be submitted by:

5:00 P.M. Sunday, April 6, 2025

The City of Lake Oswego is committed to fostering a workplace where new ideas and diverse perspectives are valued. This involves hiring a workforce that reflects a variety of skills, expertise, and life experience, including those who may come from a non-traditional background. We will consider any equivalent combination of knowledge, skills, education, and experience that meet the minimum qualifications. If you are interested in applying, we encourage you to think broadly about your background and skill set for the role.

The City is an Equal Opportunity Employer. All qualified persons will be considered for employment without regard to race, color, religion, sex, national origin, age, marital status, familial status, gender identity and expression, sexual orientation, disability, any other consideration made unlawful under any federal, state, or local law.

As part of our commitment, The City of Lake Oswego will ensure that persons with disabilities are offered reasonable accommodations. Please email your accommodation request to hr@lakeoswego.city before the application deadline.