City of Three Rivers
333 West Michigan Avenue • Three Rivers, Michigan 49093
Phone: 269.273.1075 • Fax: 269.273.3132
www.threeriversmi.org

JOB POSTING

Three Rivers Public Library-Full Time Assistant Director/Adult and Young Adult Services

The City of Three Rivers is seeking qualified applicants for a full-time Assistant Director/ Adult and Young Adult Librarian position at the Three Rivers Public Library. This position is responsible for planning, coordinating, and implementing the delivery of library services to adults, young adults and teens who use the Three Rivers Public Library. This position also assists the Library Director with administrative functions and assumes responsibilities for library operation in absence of the Director. Essential duties include planning and conducting programs, selecting library materials, coordinating library outreach programs, and assisting patrons.

Minimum requirements: Bachelor of Arts/Science degree, Master of Library Science (MLS) degree preferred, possesion of a valid Michigan Driver's License and experience working with adults and teens, supervisory experience, and previous experience working in a public library setting. This is a full-time non-union position. 40 hours per week including afternoons, evenings and weekend hours.

Starting pay: $14.15/hour - $17.00/hour DOQ plus excellent benefits

Interested candidates should submit an official application, resume and letter of interest by August 25, 2017 or until filled, to Deputy Director of Finance/Administration Leslie Wilson at Three Rivers City Hall, 333 W. Michigan Avenue, Three Rivers, MI 49093, M-F 8:00 a.m. – 4:30 p.m. ph. (269)273-1075 x108 lwilson@threeriversmi.org fax (269)273-3132.

Official applications can be found at www.threeriversmi.org

EOE/AA/MF/H/V

City of Three Rivers
Equal Housing Opportunity
Equal Opportunity Employer

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