

New Castle Public Library Job Openings

Library Worker – Circulation Department. Position is part time, 15-20 hours per week, including at least 1 evening per week and alternating Saturdays. Entry \$7.50 per hour. Vacation and sick leave. Duties: All duties associated with the loan and return of library materials. Creating, updating, and maintaining patron records, answering routine inquiries or directing inquiry to reference desk, assisting with patron use of public computers. Required: state child-abuse history clearance, state police criminal clearance, and fingerprinted. Stop by the library to fill out an application or email director@ncdlc.org.

Reference Librarian - New Castle Public Library in New Castle, PA, is looking for a reference librarian. Position is full time (37.5 hours per week), including 1-2 evening(s) per week and rotating Saturdays. Entry level is \$15 per hour and includes vacation, sick leave, and health benefits for employee only. Duties include reference assistance, readers' advisory, computer assistance, material selection, and programming. Experience with genealogy and local history collections helpful. Requires a master's degree in library science (MLS) from an ALA-accredited program and PA Child Abuse Clearance, PA Criminal Background Check, and Fingerprint Check upon employment. Apply in writing (letter or email) to Andrew Henley, Director, New Castle Public Library, 207 E. North St., New Castle, PA 16101, director@ncdlc.org.