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**Job Title:** Reference Librarian

**Department:** Reference Department

**Rate:** \$17 per hour

**Description:** The Haverford Township Free Library is seeking a part time Reference Librarian to fill a position in the Reference Department for approximately 20 hours per week including day, night and weekend shifts.

Applicants should be energetic, enthusiastic, knowledgeable and responsive to answering questions from customers and staff. The individual will be able to handle problem situations with a professional attitude as required by established policies of the Delaware County Library System and the Haverford Township Free Library. Building supervision is required during evening and weekend shifts.

Additional duties will include, but are not limited to assisting in collection development, promotion of library resources and programs, and instruction in the use of technology and library products.

**Qualifications:**

- Master's Degree in Library and Information Science from an ALA accredited school, preferably with an emphasis on public libraries.
- Minimum 2 years of experience working in a library.
- Exceptional customer service skills and professionalism.
- Experience answering Reference questions using both print and digital resources.
- Significant facility with technology along with the ability to solve problems and teach basic skills. Familiarity with an ILS a must.
- Ability to collaborate with other staff members as well as work with others in creative and innovative ways.

**Contact:** Please send a cover letter, resume, and 3 professional references by email or mail to:

Joyce Platfoot, Reference Department Manager  
Haverford Township Free Library  
1601 Darby Road  
Havertown, PA 19083  
[referencejobs@haverfordlibrary.org](mailto:referencejobs@haverfordlibrary.org)

**Deadline:** Applications must be received by September 15, 2017.