



***** City of Elkins *****

Mayor- Bruce Ledford
bruceledford@elkins.arkansas.gov

Finance Director: Gayla Stahman
gaylastahman@elkins.arkansas.gov

www.elkins.arkansas.gov

1874 Stokenbury Rd
Elkins AR 72727

479-643-3400 Phone
479-643-3368 Fax



The Elkins Public Library is hiring a part-time Children’s Librarian

Requirements of the Position

Salary: This is a part-time hourly position based on experience

Hours: Monday – Friday 1pm – 6pm totaling 25 hours/week

Minimum Qualifications: A Bachelor’s degree or equivalent experience working with preschool to teen age children.

Preferred Qualifications: Master’s of Library Science from an ALA accredited university.

Job Duties:

- Ability to lift up to 50 pounds and maneuver stairs
- Working knowledge of children’s literature and children’s programming
- Plan, organize, promote, and conduct virtual storytime and summer reading on a regular basis
- Knowledge of library principles, practices, and trends
- Familiarity with Adobe Premier Pro and video editing
- Proficient in Microsoft, apple products, and android systems
- Perform collection development tasks as needed
- Perform circulation and reference duties as needed
- Willingness to learn and desire to help others
- Help maintain a clean and inviting atmosphere for patrons staff

To apply please submit a resume and cover letter to the Elkins Public Library via email to audrabel@elkins.arkansas.gov. Please contact Audra Bell by calling 479-643-2904 for any questions. Applications will be accepted through April 2, 2021.