



Newfoundland & Labrador
Public Libraries

External Employment Opportunity

Librarian IIB - Regional Librarian

Western Newfoundland and Labrador Division, Corner Brook, NL

Competition Detail

Referral Number	PILRB-LIIB-21-56
Employment type	Permanent
Closing Date	December 1, 2021
Salary (scale)	CG 39: \$65,065.00 - \$72,818.20 per annum
No of Hours	35 regular hours per week

Position Details

Context <https://nlpl.ca/about.html>

Duties Reporting to the division manager this position promotes and coordinates library services for public libraries in the West NL Division. This position is responsible for: implementing policies and procedures; aiding in staff selection, mentoring and training; promotion of library materials, programs and services; community outreach; liaising with the local library board and other community partners, as well as with a wide variety of organizations in the information field; and related work at Newfoundland and Labrador Public Libraries. This position includes travel to libraries within the division, including Labrador.

Merit Criteria

Screening Criteria

1. Completion of a Masters in Library Science/Library Information Science (MLS/MLIS) degree or related field from an accredited university
2. 2 - 5 years related public library experience
3. Experience in public relations and library outreach and promotion (asset)
4. Experience with library automation systems (preferred)

Assessment Criteria

1. Current library trends, automated library systems and public library materials
2. Organizational skills, including time management
3. Communication, planning, leadership and public relations skills
4. Ability to establish and maintain effective interpersonal relations
5. Ability to demonstrate independence and initiative
6. Library outreach and promotion

Conditions of Employment

- Conditions of Offer**
1. Recent and satisfactory Criminal Records Check, including a Vulnerable Sector Check.
 2. A valid Emergency First Aid Certificate. Can be obtained either prior to, or during employment.
 3. Satisfactory proof of COVID-19 vaccination status or approved medical exemption on or before December 17, 2021.
 4. Must hold a valid Class 05 Driver's License.
 5. Current Driver's Abstract suitable to the Employer.

Conditions of Acceptance

Applicant Information

For more information about this opportunity, please call: Vicki Murphy at (709) 634-0020 or via email at vmurphy@nlpl.ca

- Newfoundland and Labrador Public Libraries values diversity in the workplace and is an equal opportunity employer.
- Disability related accommodations and alternate formats are available upon request at any stage of the recruitment process by contacting the Selection Board Chair.
- Preference will be given to applicants who are a Canadian citizen or permanent resident of Canada or those who are legally entitled to work in Canada.
- Applications must be received on or before the closing date stated for this job posting.
- It is the responsibility of the applicant to submit an application that demonstrates the required merit criteria.
- Applications that do not clearly demonstrate the required criteria will be screened out.
- All applications must contain accurate contact information, including current mailing address, email address and phone number.
- All information submitted as part of this application must be factual, complete and current to date of submission.
- This competition may be used to fill future similar vacancies with Newfoundland and Labrador Public Libraries.

How to Apply

Applications, quoting Competition Number PILRB-LIIB-21-56, should be submitted:

By Mail Ms. Vicki Murphy, Chair, Selection Board
Newfoundland and Labrador Public Libraries
4 West Street
Corner Brook, NL A2H 0C1

By Fax (709) 634-7313

By Email vmurphy@nlpl.ca

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