

**Position: Young Adult Services Reference Librarian**

**Posting Date: December 3, 2025**

**Job Summary:** Under the general direction of the Director, and the direct supervision of the Head of Adult Services, assists in providing a full range of reference services to patrons with a special focus on teens.

**Education/Experience Requirements:**

- Master's Degree in Library Science from an ALA accredited school
- Experience in a library or non-for-profit is preferred
- Must have excellent computer skills and be familiar with other common technology
- Must be able to communicate with the public and library team in a clear and professional manner both in person and on the telephone

**Responsibilities and Duties:**

- Trains to be a Charge Person and may be called upon in an event of an emergency
- Is responsible for ordering materials for larger areas of the department collection
- Assumes responsibility for the full range of reference and reader's advisory services by providing professional assistance to patrons with informational requests and by instructing patrons in the use of the library, its materials, and services
- Is a primary contributor to department programming
- Heads-up outreach events
- Heads-up committees and other large projects
- Plans activities and other projects for volunteers
- May be trained in updating the library website and online calendar
- Assists in developing and maintaining the young adult collection under the supervision of the Head of Young Adult Services
- Attends conferences or other annual trainings
- Interacts with the public in a manner that promotes good public relations
- Participates in professional activities and trainings related to job responsibilities
- Is knowledgeable in the principles, methods, and practices of library science
- Is knowledgeable in the books and materials appropriate for young adults
- Completes additional tasks as assigned

**Physical Demands and Working Conditions:** Employee must be able to work an 8 (eight) hour work shift, read normal sized print, and access all areas of the collection.

**Hours:** Full-time hours of 40 hours per week, with some night and weekend hours.

**Pay:** MINIMUM starting salary: \$49,774 per year depending upon education and experience

**To Apply:** Submit a cover letter, resume to Alli Parker by Sunday, December 21, 2025 at [aparker@oswego.lib.il.us](mailto:aparker@oswego.lib.il.us)

**ILLINOIS PUBLIC LABOR RELATIONS ACT:**

This position shall be non-exempt pursuant to the Act

**FAIR LABOR STANDARDS ACT:**

This position shall be non-exempt pursuant to the Act