



Description

Ilsley is seeking an enthusiastic and dynamic Library Assistant II—Sarah Partridge Branch Librarian. This position is responsible for the collection development and programming at Sarah Partridge Library, providing excellent customer service and a welcoming community space. This position works 11 hours per week (7 at Sarah Partridge, 3 at Ilsley, and 1 hour devoted to transit time and prep). This position works under the direction of the library director.

The successful candidate will have previous library experience, be self-motivated and able to work independently, and will learn new skills as library services evolve. Customer service is a major priority at Sarah Partridge, and we are looking for an outgoing and energetic candidate who will connect with the community.

About Sarah Partridge and Ilsley Public Libraries

Established in 1924, the Sarah Partridge Community Library serves the community of East Middlebury. The house and library were gifts of the Partridge family in memory of their mother, Sarah, a longtime resident of East Middlebury. The library operates under the aegis of the Fire District #1 Prudential District, and the library became a branch of Ilsley Public Library in February 2003.

Established in 1848, Ilsley Public Library serves Middlebury, Vermont and its surrounding towns with a staff of three professional librarians, nine staff members, and many dedicated volunteers. Its collection consists of more than 80,000 items with an annual circulation of over 160,000 and a total operating budget of over \$700,000. It is consistently ranked among the top public libraries in the state for its high program attendance and overall number of visits. Ilsley works in close collaboration with Middlebury Community Television, Middlebury College, town government, area schools, and a variety of business and not-for-profit community partners.

Salary and Benefits

The established hourly rate for this position is \$18.42. This is a part-time non-union position (11 hrs/wk). Benefits are not included.

Application

A full description of the position can be found at [here](#). Please email a cover letter and resume to dana.hart@ilsleypubliclibrary.org. First review of applications will begin June 15. The anticipated start date will be August 15, 2020, but the start date is subject to change depending on how COVID-19 continues to impact life and work in Addison County.