



CHILDREN'S SERVICES SUPERVISOR

14588 W. Park St., P.O. Box 427
Burton OH 44021 burtonlibrary.org

The Burton Public Library seeks a motivated, service oriented individual to work as our Children's Services Supervisor.

Primary Function:

Administers library service to children and adults concerned with children. Plans, organizes, and maintains the children's collection. Develops and implements a broad spectrum of children's programs. Provides reference and reader advisory to children and others.

Qualifications:

MLS or MLIS from an ALA accredited library school. Bachelor's degree in elementary education or related field may be substituted for MLS or MLIS

One (1) to three (3) years of library experience

Leadership ability and sound judgment

Hours:

Full Time 32-40 hours per week; some evenings and weekends required

Salary:

Starts at \$20.50 per hour

Benefits:

Paid holidays, vacation, personal and sick leave; health and life insurance; employee assistance program and Ohio Deferred Compensation; paid OLC membership

Burton is a village located in the center of Geauga County about 30 miles east of Cleveland. Also known as Pancake Town USA, Burton hosts the Great Geauga County Fair which is Ohio's oldest continuous county fair. Burton is part of the 4th largest Amish community in the world, has a thriving maple syrup industry and is the home of the annual Apple Butter Festival. The Library is in an historic building at the heart of this community.

First consideration given to applications received by 2 p.m. Saturday, December 4, 2021.

Application and complete job description are available at the Library or online at burtonlibrary.org. Incomplete applications will not be accepted.

Please submit to: Katie Ringenbach, Director director@burton.lib.oh.us