

# Member Library Services, Junior Consultant Northern Lights Library System

2 Year Contract, Full-Time

*The Northern Lights Library System acknowledges that our workplace is located on the traditional territories of the Treaty 6 First Nations and Métis People.*

At Northern Lights Library System, we offer unlimited possibilities and inspiration to people of all ages to wonder, seek, discover, and share. Our 50+ libraries are community hubs that spark and ignite learning, discussion, innovation, and action. We do this by empowering our member libraries and connecting them to ideas and experiences, inspiration, and insight. Small Town Communities, Big City Access.

Oh, the places you will go! This role will take you all over Northeastern Alberta to communities big and small. The people are friendly and the views are absolutely breathtaking. The MLS Junior Consultant engages directly with member libraries in support of education and professional development. The successful candidate will participate in delivering training, system-wide programs and events, information, reference and troubleshooting supports. These, along with a wide-range of other activities, support our member libraries and ensure that they are able to offer high calibre services to their communities.

## Key Responsibilities

- Provides excellent customer service to Member Library staff, TRAC member libraries, and other professional contacts
- Delivers training and workshops on a wide variety of library topics
- Proactively assists Members Library with collection management
- Resolves member technology issues when accessing Library resources
- Promotes and supports a variety of events in support of education, networking, collaboration, and inspiration.

## Qualifications

- Recent or impending completion of a Masters in Library and Information Studies from an ALA Accredited University. (2022 Spring grads are encouraged to apply)
- Exceptional customer service and communication skills
- Strong interpersonal skills and ability to work effectively with a variety of groups
- Strong Technology Skills
- Successful completion of a Vulnerable Sector Check
- Commitment to following Library and provincial health and safety protocols
- The successful candidate must be in possession of a Class 5 GDL, Class 5 Alberta licence, or other Canadian province/territory equivalent driver's license.

## Benefits

- Salary range \$55,657.53- \$68,417.09
- Potential to work remotely
- Competitive benefits package
- Employee Family Assistance Program (EFAP)
- The opportunity to contribute to a growing and changing library system, grow professionally, and make a positive difference in the lives of Albertans

## How to Apply

If MLS Junior Consultant sounds like the next chapter in your career, take this opportunity to make a real contribution to one of Alberta's largest growing public library systems. Please send a cover letter and resume to [jmorris@nlls.ab.ca](mailto:jmorris@nlls.ab.ca).

Be sure to quote competition number “**#2022-001 MLS Junior Consultant**” in the subject line of your e-mail.

The closing date for this competition is **11:59 pm, January 23, 2022**. However, the competition will remain open until a successful candidate is found. We thank all who apply but only those selected for an interview will be contacted.

*NLLS values diversity and inclusion and welcomes diverse expertise and talent to support an innovative and collaborative work environment. We are committed to a respectful and inclusive workplace and welcome applications from all qualified candidates, including women, Indigenous people, persons with disabilities and members of visible minorities. We are happy to provide reasonable accommodations throughout the selection process, please contact us with any questions.*

*Any personal information submitted will be managed in accordance with the Freedom of Information and Protection of Privacy Act and will be used only to determine eligibility for employment. Canadian citizens and permanent residents of Canada will be given priority. Applicants must be legally eligible to work in Canada.*