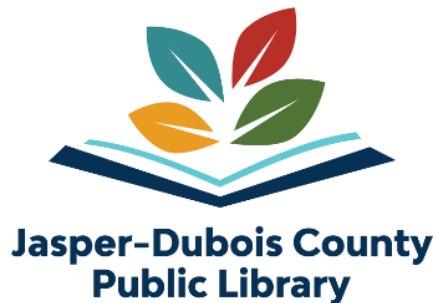


HELP WANTED



**Birdseye Branch Library
Part Time: Library Branch Manager
12 hours per week average. \$15.00 per hour.
Must be at least 18 to apply.**

Hours include:

Tuesdays 1:30 PM-6:00 PM
Thursdays 1:30 PM-6:00 PM
Saturdays 9:30 AM-2:00 PM

Pay is bi-weekly. Position is available immediately.

Full job description and printable applications can be found at <https://jdcpl.us/jobs/> or by visiting the library.

Must be willing to work alone after proper training. The Part-Time Branch Manager is responsible for the day-to-day operation of the library, including customer service, collection maintenance, facility oversight, and monthly programming for all ages. The manager ensures that library services are delivered effectively, supports the library's mission and strategic goals, and serves as the primary point of contact for branch operations. An effective manager will need to have a strong technology background to be able to assist patrons as needed and compile statistical reports for library administration.