

SOUTHERN ADIRONDACK LIBRARY SYSTEM
NOTICE OF VACANCY

The Southern Adirondack Library System (SALS), a cooperative public library system in upstate New York, is seeking to fill the position of Outreach Consultant. SALS coordinates programs and activities, which assist and complement the resources and efforts of 34 member libraries in Hamilton, Saratoga, Warren and Washington counties. SALS also collaborates with the Mohawk Valley Library System to provide automation and technology services to an eight county area.

SALS is seeking an energetic professional with public library experience, a working knowledge of modern adult literacy practices, grant writing skills, and strong technology and training skills. The candidate must be able to communicate well and to work collaboratively with the system staff, member library staff, member library trustees and community partners.

The successful candidate will work as part of a team to coordinate, create or support system-wide adult literacy programs, GED, ELL, financial or digital literacy.

All system work is done to help the member libraries provide the best services to their communities. The position requires attendance at meetings at various locations throughout an eight county service area.

R E S P O N S I B I L I T I E S

- Coordinates, delivers or develops system-wide training and continuing education programs to keep members up-to-date with adult literacy and ELL developments and best practices.
- Consults with member library staff and trustees in support of their efforts to evaluate local library needs and create effective services for their communities.
- Identifies and works with community groups and agencies to provide or promote literacy efforts in the region.
- Participates in system and member library advocacy efforts.
- Participates in adult, outreach and youth services programs of the system including developing and writing grants.
- Participation in state and national organizations is expected.

REQUIRED EXPERIENCE & TRAINING

- A Master's Degree from an ALA-accredited library program
- Eligible for NYS Public Library Certification
- Five years of professional library experience
- Working knowledge of modern adult literacy teaching practices
- Excellent interpersonal skills and the ability to work in teams
- Self-directed, self-motivated
- Experience with Integrated Library Systems, web technology, social media and MS Office programs
- Successful grant writing and administration
- Valid drivers license

Salary and benefits: \$45,000 + depending on experience and qualifications. NYS Retirement System; health insurance; 20 working days vacation leave; plus twelve paid holidays; 12 sick days; and 3 personal days. A cafeteria plan includes benefits related to pretax: day care, unreimbursed medical expenses, and AFLAC insurance products.

Send by September 15, 2016, a letter of application and resume by U.S. mail or e-mail to:

**Sara Dallas, Director
Southern Adirondack Library System
22 Whitney Place
Saratoga Springs, NY 12866**

E-mail: sdallas@sals.edu

No telephone inquiries please.