



Jennifer E. Gill, Superintendent

NOTICE OF VACANCY

August 10, 2018

TITLE of VACANCY: High School Librarian

LOCATION: Lanphier High School

CONTRACT PERIOD: 180 Days

REPORTS TO: Building Principal

REQUIREMENTS/QUALIFICATIONS:

1. Valid Illinois Professional Educator's License, secondary education with a Library Information Specialist endorsement

RESPONSIBILITIES:

1. Establish a sound educational setting by providing resources to the classroom conducive to learning
2. Be knowledgeable of resources available to libraries
3. Support classroom instruction by identifying materials and web sites to support student learning
4. Work with staff to maximize student use of the library
5. Provide library orientation opportunities for students when needed
6. Keep faculty and staff up to date on services provided by the library
7. Work with staff to purchase and select appropriate materials to support all curriculum content areas
8. Perform other duties as assigned

FILING DATE DEADLINE: until filled

EFFECTIVE DATE: First day of the contractual 2018-2019 District 186 180 day calendar

SALARY/BENEFITS: In accordance with current SEA negotiated agreement

Please refer all communication to: Gina McLaughlin-Schurman
Director of Human Resources
1900 W. Monroe St.
Springfield, IL 62704
217-525-3006

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