



Coldwater Public Library
305 West Main St.
Coldwater, Ohio 45828

OPEN POSITION: Children's storytime Librarian and Program Coordinator

The Coldwater Public Library is hiring for the position of Children's storytime and Program Coordinator. (30+hours a week) (Full time position)

Join our team and work in our beautiful library. The Coldwater Public Library is looking for a creative and innovative individual who will continue to grow our programming for adults, young adults and children. Successful applicants must be enthusiastic, cooperative and adaptable. Applicant will create, schedule and implement weekly storytimes as well as conduct the summer reading program and other library programming.

Job qualifications include the ability to work and communicate effectively with co-workers, the public and community as a whole. Knowledge of general computer programs, Microsoft Office, and various computer applications. Excellent relationship and customer service skills. Ability to retrieve library materials which may include stretching, crouching, stooping and lifting up to 50 pounds.

Benefits include vacation, sick days, paid holidays, health/life insurance, OPERS and Deferred comp. All employees are required to participate in the Ohio Public Employees Retirement System. Position requires some evenings.

Applicants must submit cover letter and resume to Jane Bruggeman, Director, at Coldwater Public Library, 305 West Main St. Coldwater, Ohio 45828.