

Lower School Library Media Specialist:

Westtown School seeks a full-time professional library media specialist to manage its Lower School Library, a modern facility housing 12,500 volumes.

Responsibilities include maintaining and supervising the LS library and its circulating collection, teaching computer, media, library and research skills to grades PK-5 and assisting students and faculty with the use of Web 2.0 tools, technology and information resources.

Familiarity with ISTE NET standards, AASL Standards for 21st Century Learners, the Common Sense Media Digital Literacy curriculum and proficiency with Integrated Library Systems preferred.

Comfort with a flexible schedule and a love of children are a must. MLS or equivalent training required. Hours 8am-3:30pm M-F, weekly after school faculty meetings, and one evening of duty per week at the Circulation Desk in the Upper School Library.

Send cover letter and resume to Lawrence Polanski, Director, HR & Employee Services, at employment@westtown.edu