



Licking Valley Local School District
1379 Licking Valley Road NE
Newark, OH 43055

Job Posting: 2024-2025 School Year
Position: High School Library Media Specialist
Reports to: High School Principal
Primary Contact: Whitney Malone
Email: malonew@lickingvalley.k12.oh.us
Starting Date: August 2024

Description

The high school library media specialist is responsible for managing all aspects of the school library/media center, including collection development, instructional support, and technology integration in accordance with 21st Century learning standards. The role involves collaborating with teachers to support curriculum goals, providing direct information literacy instruction to students, and promoting a love of reading and research. Additionally, the specialist will oversee the library budget, supervise library volunteers, and stay updated on emerging trends and technologies in library science and education.

Qualifications

- Passion for helping *every child learn and grow every day*
- Possesses valid Ohio License for the position posted
- Willing to make a positive contribution to achieving the district's vision
- Accepts the challenges of education in the 21st Century
- A life-long learner who expects to be challenged to continuously learn and grow
- Works cooperatively and collaboratively as a member of a high-performing team
- Models professional behavior, skills, ability and attitude
- Evidences successful performance in previous employment

Responsibilities

- Develop and maintain, in collaboration with the LVHS staffulty, a diverse collection of print and digital resources to support curriculum needs and student interests.
- Collaborate with school teachers to integrate information literacy skills (research, analysis, science of reading and writing) into classroom instruction and projects.
- Collaborate with teachers on PBL (Project Based Learning) and/or CCR (College and Career Readiness) opportunities for students.
- Provide individual and group instruction to students on research skills, information literacy, and effective use of print and digital resources.
- Promote reading and literacy through book clubs, author visits, and other enrichment activities.

- Manage library operations, including circulation, cataloging, and inventory management.
- Manage and preserve the school's archival collection.
- Manage and maintain both a print and digital Professional Development resource library for teachers.
- Stay informed about current trends, technologies, and best practices in library science and education.
- Support the integration of technology into library services and instructional programs.
- Advocate for the role of the library/media center in supporting student achievement and lifelong learning.
- Participate in professional development opportunities to enhance skills and knowledge in the field.
- Collaborate with colleagues and stakeholders to develop and implement initiatives that promote a culture of reading and inquiry within the school community.
- Oversee book ordering and distribution for students taking CCP courses

This position is effective for the 2024-2025 school year. Interested candidates should e-mail a letter of interest and resume to Whitney Malone, malonew@lickingvalley.k12.oh.us.