



POUGHKEEPSIE PUBLIC LIBRARY DISTRICT

VACANCY ~ LIBRARIAN I (FULL TIME)

Poughkeepsie Public Library District seeks qualified candidates for the position of Librarian I (Full-Time). This is a position in the Youth Services Department.

About Poughkeepsie Public Library District (PPLD):

The Poughkeepsie Public Library District is a special legislative district created to provide public library service to the residents of the City and Town of Poughkeepsie, New York. With three library locations and mobile branch, PPLD strives to offer diverse services and programs resulting in an informed and educated public, with a strong emphasis on promoting lifelong learning, literacy, and reading.

Minimum Qualifications:

- Master's Degree in Librarianship from a library school that is accredited by the American Library Association or recognized by the New York State Education Department; and
- Possession of a New York State Public Librarian professional certificate at the time of application, and to maintain position.

****This title is part of the New York Hiring for Emergency Limited Placement Statewide Program (NY HELPS), which means it may be filled by a non-competitive appointment (no examination is required but candidates must meet the minimum qualifications). At a future date, it is expected employees hired under NY HELPS will have their non-competitive employment status converted to competitive status, without having to take an exam.*

Desired Knowledge, Skills, Abilities, and Personal Characteristics:

- A strong desire for civic engagement with the local community;
- A commitment to fulfill the PPLD mission and vision;
- Leadership skills and an informed knowledge of modern library principles/practices;
- Excellent communication, time management, critical thinking and interpersonal skills;
- Prior experience in a Youth Services Department and/or working with children and teens is preferable.

Typical Work Activities

- Performs varied and/or specialized professional library work in collection development, including acquisition, evaluation and selection, discarding, weeding and withdrawal of library materials;
- Recommends, plans, and implements new types of services based on patron needs and interests;
- Provides reference and reader advisory services to patrons;
- Develops and conducts programs;
- Does related work as required.

Compensation and Benefits:

- CSEA contract: <https://poklib.org/wp-content/uploads/2025/04/CSEA-Contract-2025-2027-current.pdf>
- 2026 annual minimum salary \$66,550 (35 hour work week)
- Accruals (including sick, personal, vacation, floating holiday) and 13 paid holidays
- Health insurance or health insurance buyout
- CSEA EBF dental and vision coverage available
- Flexible Spending Account (dependent care/medical)(optional)
- New York State and Local Retirement System membership (mandatory)
- NYS Deferred Compensation/457(b) (optional)

Interested candidates should apply with a cover letter and resume via email to SOutwater@poklib.org. Applications submitted by May 26, 2026 will be given priority consideration. All applications will be kept confidential.