**JOB POSTING:**

**San Juan Island Library District**

**COLLECTION DEVELOPMENT SPECIALIST /**

**INTERLIBRARY LOAN & SAFETY COORDINATOR**

The San Juan Island Library District ([www.sjlib.org](http://www.sjlib.org)) is seeking a highly capable, organized, detail- and customer service-oriented individual to do a variety of tasks involving collection development/management, interlibrary loans, workplace safety, and general library operations.

**Complete job description** available at <https://www.sjlib.org/employment/>.

Requirements: Bachelor’s degree; two (2) years successful experience in public library service using Integrated Library Systems, or any equivalent combination of experience and training that provides the required knowledge, skills, and abilities; broad experience with computer work and basic software programs; strong verbal and written communication skills; effective at working with teams and in using own initiative; ability to work with staff and public in a pleasant manner and effectively resolve service issues using independent judgment.

Preferred requirements: Experience developing and managing circulating collections.

This is a 32-hour position with starting salary of $41,600.00 per year, and excellent benefits.

Submit cover letter, resumé and three professional references with contact information by email to [rbuckton@sjlib.org](mailto:rbuckton@sjlib.org) (preferred), mail (San Juan Island Library, Attn: Assistant Director, 1010 Guard St., Friday Harbor, WA 98250), or at the Library during Curbside hours.

**Job is open until position is filled.**