

Position: Elementary Librarian
Reporting to: Campus Principal

Start Date: ASAP
Campus: Elementary School

A strong focus on literacy is a central part of Austin Achieve's mission, "All Scholars, College Ready." The Austin Achieve Elementary School library will be a student-centered literary hub that fosters a lifelong love of learning and reading, critical thinking and problem-solving skills, and collaboration between scholars and staff. The Elementary School Librarian will manage the library's collection, collaborate with teachers to reinforce curriculum, and ensure the library meets the diverse and changing needs of all scholars and staff.

PLEASE NOTE: Austin Achieve Public Schools has resumed on-campus learning and this position is not able to be done virtually/remotely.

Primary Responsibilities:

- Provide small group reading intervention to a part-time caseload of below grade level students. This caseload will be coordinated and supported by the Dean of Reading Intervention.
- Establishing, maintaining, and updating an automated library catalog and organizing the collection using a genre-based system
- Developing a scheduling policy which provides open and flexible access for all scholars
- Creating and enforcing procedures for selection, acquisition, and circulation of materials
- Fostering a creative, flexible, and welcoming environment to make the library a central part of the school
- Empowering students to be lifelong readers, critical thinkers, and skilled researchers who use information ethically and responsibly
- Providing appropriate access to digital, visual, print, and technological resources
- Collaborating with teachers to plan and implement instructional units, integrating classroom curriculum with library resources
- Participating in school meetings, professional development activities, and other school activities as necessary
- Staying ahead of the curve in professional best practices and educational research
- Establishing and maintaining a vibrant and robust school library program

Statement of Non-Discrimination: In keeping with our beliefs and goals, no employee or applicant will face discrimination/harassment based on race, color, ancestry, national origin, religion, age, gender, marital/domestic partner status, sexual orientation, gender identity, disability status, or veteran status. People of diverse backgrounds are strongly encouraged to apply.

- Planning Author Visits
- Teaching through the use of read-aloud
- Scheduling library times
- Communicating professionally with peers, supervisors, parents, and scholars
- Performing other duties as assigned

Qualifications:

- A Master's Degree in Library and Information Science from an American Library Association-accredited institution
- Experience in elementary school library management
- Enthusiasm for collaborating with teachers to ensure a high-quality education for all scholars
- Extensive knowledge of culturally-responsive children's literature
- Experience working with children of varied learning styles and literary enthusiasms
- A sense of humor and love for children
- Flexible and skilled at multitasking
- Strong in organization skills

Please visit austinachieve.org/careers to submit your application, including a letter of intent and resume.

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