



Youth and Teen Services **Bilingual Librarian (Spanish/English)**

Enjoy what you do while contributing to a Library that makes a difference in people's lives. The Palatine Library District is seeking a friendly, outgoing **Bilingual Librarian** to join our Youth and Teen Services Department. This position services as a key liaison to a large and active school district, helping us build strong community connections and provide exceptional library services. This position delivers excellent customer service to children, teens, and families by providing expert reference assistance and helping visitors discover new materials and technologies.

How You'll Contribute:

In general, the **Bilingual Librarian** is responsible for:

- Delivering engaging outreach services to schools, including educational technology and STEAM-focused activities.
- Planning, selecting, and presenting programs for families.
- Providing reader's assistance services to members of all ages.
- Maintaining assigned library collections.
- Participating in community outreach initiatives.
- Serving as person in-charge of building as scheduled.
- Visit <http://www.palatinelibrary.org/jobs> for a complete job description.

You'll Be Successful Because You:

- Have a Master's degree in library science or equivalent required.
- Have one year of related experience in a comparable business, organization, or library.
- Fluency in written and spoken Spanish required.
- Ability to provide excellent customer service at all times with members and staff.
- Ability to work collaboratively as a member of a team with colleagues and managers.
- Must have valid driver's license and proof of auto insurance or have the ability to arrange own transportation between Main library, branches, and other locations as needed.

What We Offer:

- Salary Range: \$59,034-\$65,594 annually, depending on qualifications and must successfully pass the bilingual proficiency test to be eligible for this salary range.
- Full Time: 37.5 hours per week, including evenings as needed, and weekend rotation.
- Benefits include 4 weeks of vacation per year; 12 days of sick time per year; 5 personal days per year; 7½ paid holidays per year; participation in Illinois Municipal Retirement Fund; and medical, life, vision, and dental insurance programs.

How To Get Started:

Employment applications are available online at <http://www.palatinelibrary.org/jobs> or any Library location. Please submit a completed application, cover letter, resume, and 3 references to the Human Resources Department at employment@palatinelibrary.org.

About Us:

Palatine Library District inspires connection, curiosity, and joy. The Library serves approximately 90,000 residents predominantly within the communities of Palatine and Hoffman Estates. We are an Equal Opportunity Employer and strive to reflect our diverse community through our dedication to equity, diversity, and inclusion.