



LEAD CATALOGER
COLLECTION SERVICES DEPARTMENT
Full Time (37.5 hours per week)

Palatine Library District has an exciting opportunity for a curious, tech-savvy individual who enjoys working with a diverse community in a collaborative environment.

The position is responsible for performing and overseeing all aspects of cataloging for the Library including print, AV, world language materials, and objects. Will assist in monitoring workflow and productivity of copy cataloging staff, finding creative solutions for cataloging issues and working one public desk shift per week. May be responsible for selecting materials for one or more collection areas. Visit www.palatinelibrary.org for a complete job description.

Qualifications include:

- Master's degree in library science
- Minimum 3 years related experience at a public library including 1 year original and copy cataloging experience
- Experience with integrated library systems (Innovative Polaris preferred)
- Proficiency in the use of technology

Salary from \$46,957 (based on qualifications)

Benefits include four weeks' vacation; one sick day per month; 7½ paid holidays per year; participation in the Illinois Municipal Retirement Fund; and optional participation in health insurance programs.

Employment applications are available online at www.palatinelibrary.org. Submit completed application with cover letter, resume, and three professional references to the Human Resources Department at employment@palatinelibrary.org.

Palatine Public Library District inspires connection, curiosity, and joy. We welcome everyone to access diverse materials, collaborative spaces, technology, programs, and services. The Library serves approximately 90,000 residents predominantly within the communities of Palatine and Hoffman Estates.

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