



Newfoundland & Labrador  
**Public Libraries**

**External Employment Opportunity**

**Librarian IIB - Regional Librarian**

**Central Division, Gander, NL**

**CORRECTION**

**Competition Detail**

<b>Referral Number</b>	PILRB-LIIB-24-05
<b>Employment type</b>	Permanent
<b>Closing Date</b>	May 2, 2024
<b>Salary (scale)</b>	CG 39: \$69,050.80 - \$77,277.20 per annum
<b>No of Hours</b>	35 regular hours per week

**Position Details**

<b>Context</b>	<a href="https://nlpl.ca/about.html">https://nlpl.ca/about.html</a>
<b>Duties</b>	Reporting to the division manager this position promotes and coordinates library services for public libraries in the Central NL Division. This position is responsible for: implementing policies and procedures; aiding in staff selection, mentoring and training; promotion of library materials, programs and services; community outreach; liaising with the local library board and other community partners, as well as with a wide variety of organizations in the information field; and related work at Newfoundland and Labrador Public Libraries. This position includes travel to libraries within the division.

**Merit Criteria**

<b>Screening Criteria</b>	<ol style="list-style-type: none"><li>1. Completion of a Masters in Library Science/Library Information Science (MLS/MLIS) degree or related field from an accredited university</li><li>2. 2 - 5 years related library experience (preferred)</li><li>3. Experience in public relations and community outreach and promotion (asset)</li><li>4. Experience with digital technologies (preferred)</li></ol>
<b>Assessment Criteria</b>	<ol style="list-style-type: none"><li>1. Current library trends, digital technologies and public library resources</li><li>2. Organizational skills, including time management</li><li>3. Communication, planning, leadership and public relations skills</li><li>4. Ability to establish and maintain effective interpersonal relations</li><li>5. Ability to demonstrate independence and initiative</li><li>6. Community outreach and promotion</li></ol>

## Conditions of Employment

- Conditions of Offer**
1. Recent and satisfactory Criminal Records Check, including a Vulnerable Sector Check.
  2. A valid Emergency First Aid Certificate. Can be obtained either prior to, or during employment.
  3. Must hold a valid Class 05 Driver's License.
  4. Current Driver's Abstract suitable to the Employer.

### Conditions of Acceptance

- Applicant Information** For more information about this opportunity, please call: Tina Murphy at (709) 651-5351 or via email at [tmurphy@nlpl.ca](mailto:tmurphy@nlpl.ca)
- Newfoundland and Labrador Public Libraries values diversity in the workplace and is an equal opportunity employer.
  - Disability related accommodations and alternate formats are available upon request at any stage of the recruitment process by contacting the Selection Board Chair.
  - Newfoundland and Labrador Public Libraries requires all applicants to be legally eligible to work in Canada without sponsorship.
  - Applications must be received on or before the closing date stated for this job posting.
  - It is the responsibility of the applicant to submit an application that demonstrates the required merit criteria.
  - Applications that do not clearly demonstrate the required criteria will be screened out.
  - All applications must contain accurate contact information, including current mailing address, email address and phone number.
  - All information submitted as part of this application must be factual, complete and current to date of submission.
  - This competition may be used to fill future similar vacancies with Newfoundland and Labrador Public Libraries.

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## How to Apply

Applications, quoting Competition Number PILRB-LIIB-24-05, should be submitted:

**By Mail** Chair, Selection Board  
Newfoundland and Labrador Public Libraries  
48 St. George's Avenue  
Stephenville, NL A2N 1K9

**By Fax** (709) 643-0933

**By Email** [jobs@nlpl.ca](mailto:jobs@nlpl.ca)

For more information about this opportunity, please call: Tina Murphy at (709) 651-5351 or via email at [tmurphy@nlpl.ca](mailto:tmurphy@nlpl.ca)

04/17/24