



VACANCY NOTICE

- TITLE:** School Library System Coordinator
- LOCATION:** Support Service Center; Norwich, NY
- REPORTS:** Director of Instructional Support Services
- TERMS:** Full-time, 12 months
- QUALIFICATIONS:**
- New York State Certification in School Library/Media
 - Three years of experience as a School Librarian
 - Excellent communication and technical skills
 - A strong background in literacy and/or instructional technology
- RESPONSIBILITIES/DUTIES:** Selected candidate will be responsible for:
- Coordinating interlibrary loans (including physical and ebooks) among component schools and between schools and their agencies.
 - Supervising the maintenance of Overdrive, Cooperative Collection, and School Library Automation.
 - Collaborating with the ISS staff to provide in-service support to meet the needs of component districts' librarians and teachers.
 - Maintaining connections with other school library systems and public library systems.
 - Leading the School Library System Program which provides services to member libraries in 16 school districts under the System's Plan of Service as approved by the BOCES Board of Education, including the preparation of an Annual Report to the State.
- SALARY/BENEFITS:** Starting salary \$65,000 plus experience credit; Excellent benefits package included.
- STARTING DATE:** July 06, 2021
- TO APPLY:** Send cover letter, resume, DCMO BOCES application and three references. Applications reviewed as received.

DCMO BOCES Application found at:
<http://www.dcmoboces.com/application>

Apply online:
www.OLASjobs.org
-or-
<https://dcmo.mightyrecruiter.com>

By mail:
Human Resources Department
Delaware-Chenango-Madison-Otsego BOCES
6678 County Road 32
Norwich, NY 13815-3554

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03/04/2021